

**The Corporation of the City of North Bay is currently recruiting for:**

**Manager, Information Technology  
Information Systems**

North Bay is a diverse community that offers a perfect blend of opportunity and easy living. Servicing a regional catchment area of 112,000 people, this progressive city of 51,553 residents is nestled between Lake Nipissing and Trout Lake and is conveniently located just three and a half hours from major Ontario centers such as Toronto and Ottawa. **Join our team and create your future with the City of North Bay. Discover the Gateway to the North, where easy living is embraced.**

We are seeking a talented and visionary Manager, Information Technology who is passionate about driving transformative change within our Information Systems (IS) department.

The Manager, Information Technology plays a critical role within the Municipality, overseeing the efficient and effective operation of the Information Systems department. Reporting directly to the Director of Information Systems, this position is responsible for managing the helpdesk, network infrastructure, and security to ensure the smooth functioning of all technology-related operations.

The Manager provides ongoing support through feedback and reporting to the Director of Information Systems on existing projects, project status, staff allocation, a variety of performance metrics, project and task scheduling, and existing hardware and software resources.

**Key Accountabilities:**

- Provide transformational leadership to the Information Systems Department, inspiring and motivating team members to think big and challenge conventional norms.
- Assist with the development and execution of strategic Information Technology strategies that drive innovation and improve operational efficiency.
- Implement and standardize change management methodologies to ensure the successful adoption of new technologies and processes across the organization.
- Oversee the evaluation and integration of cutting-edge technologies, ensuring that our systems are up-to-date, scalable, and secure.
- Foster a culture of collaboration and effective communication within the department and with other teams, creating a seamless flow of information and ideas.
- Assist with managing budgets effectively, ensuring that resources are allocated appropriately to support initiatives.
- Inspire a high-performance culture within the department that embraces diversity and continuous learning.

**DID YOU KNOW:** The City of North Bay Information Systems Department also supports Jack Garland Airport, Nipissing DSSAB, the North Bay Public Library, the North Bay Mattawa Conservation Authority, The North Bay Battalion Hockey Team, and Cassellholme? All totaled, the Information Systems department supports over 1250 users across the district.

**Key Qualifications:**

- Post-secondary degree or diploma in Computer Sciences, Business Administration, or related field, and/or equivalent combination of education, training and experience.
- 5 years progressive experience in Information Technology and/or project management.
- Experience managing staff, preferably in a government or public sector environment.
- Experience with budget management, and the development and preparation of business cases.
- Effective written and oral communication, presentation skills.
- Excellent people coaching, mentoring, teaching, managing and motivating skills.
- Strong consultative, conflict resolution, and negotiation skills.
- Strong analytical, creative problem solving, and conceptual skills.
- A valid Class G driver's license with a clean abstract and access to a personal vehicle is required.
- Project Management Accreditation, Network certification course (CompTIA A+), MCSE certification course(s), ITIL certification course, Accessibility certification are considered assets.

**Hours of work:** 8:30 a.m. to 4:30 p.m. Monday to Friday (35 hours/week)

**Environment:** Non-Union

The 2023 annual salary range for this non-union position is \$89,999 - \$112,471. We offer an employer paid comprehensive benefit package including Health and Dental Benefits, and Life, Long-Term Disability, and AD&D Insurance, as well as an Employee Assistance Program. The City of North Bay is an Ontario Municipal Employees Retirement System (OMERS) Employer. For more information on the benefits of a defined benefit pension plan please visit <https://www.omers.com/>

Qualified individuals interested in being considered for this position are requested to submit a resume and covering letter **in one PDF document via email to: [staffing@northbay.ca](mailto:staffing@northbay.ca) no later than 11:59 p.m., Sunday August 20, 2023 Please identify the Posting ID: 23E-44 in the subject line.**

While we appreciate the interest of all applicants, only those selected for an interview will be contacted.

Accommodation will be provided in all parts of the hiring process as required under the City of North Bay's Accessibility Policy. We encourage applicants to make their needs known to Human Resources in advance.

**An Equal Opportunity Employer**