



**Village of Champion**  
**Employment Opportunity**  
**Chief Administrative Officer**

The Council of the Village of Champion is currently seeking applicants for the position of Chief Administrative Officer. Located 22km south of Vulcan and 75km north of Lethbridge on Highway 23, Champion is small town living at its best.

Supervising 4 full & part-time staff, the successful candidate reports to Council and responsible for the Legislative, Financial, and Managerial responsibilities as defined in the *Municipal Government Act* (MGA) as well as the Villages' CAO Job Description.

Candidates are invited to submit their resume detailing their Local Government Certificate or equivalent level of education/experience, Knowledge of municipal administration procedures, Knowledge of parliamentary and administrative procedures, and Knowledge of municipal accounting, budget development and financial reporting requirements.

Salary shall be based on experience and qualifications. This position falls under the terms and conditions of the Village's Employee Agreement.

Council appreciates the interest and effort of all applicants in applying for this position, however only those selected for an interview will be contacted. Applicants are asked to submit resumes to **Attention: Mayor & Council** at [cao@villageofchampion.ca](mailto:cao@villageofchampion.ca)

Posting closes Friday, December 3, 2021 at 4:00pm