The District Municipality of Muskoka is currently recruiting for a

Director, Long-Term Financial Planning and Asset Management

Posting Date: Wednesday, August 20, 2026
Closing Date: Thursday, September 10, 2026
Starting Rate: $129,032 annually
Salary Range: $129,032 - $150,948 annually
Hours of Work: 37.5 hours per week
Classification: Management, Class M5
Status: Permanent Full-Time

This job posting is for an existing vacancy.

The District:

Muskoka is a great place to live and play, and the District is a four-season municipality passionate about protecting, servicing and caring for this community. We have opportunities that will allow you to learn, grow and build your career amongst other ambitious leaders and innovators. We offer a competitive compensation package and are committed to promoting diversity, accessibility and inclusion. **It's what we do!**

The Opportunity:

The Director, Long-Term Financial Planning and Asset Management oversees and coordinates the District's long-term financial planning, investment reporting, reserve and cash-flow analysis, and asset management planning and implementation. Provides strategic financial advice, analysis, and reporting to support infrastructure sustainability, legislative compliance, Council decision-making, and continuous improvement across Finance and Corporate Services.

What you will do:

- Provide leadership, direction and technical support to departmental staff consistent with District values, policies and procedures, including strategic planning, recruiting, development and performance management.
- Identify and recommend strategies to guide the development, implementation, and continuous improvement of corporate financial policies, procedures, and programs, including reserves, debt, capital budgeting, asset management, taxation, and other long-term financial planning initiatives.
- Provide management and oversight of the delivery and development of the Development Charges Background Study, by-law and related inquiries, supporting policies and coordination with the lower tier municipalities.
- Oversee tangible capital assets reporting and ongoing development and implementation of the Asset Management Plan including preparation and coordination of the District's annual capital budget and forecast.
- Be responsible for the preparation of documentation and administration of debenture issues both for the District and in support of the Area Municipalities.
- Assume the lead role in the annual rating agency review process as well as ongoing support and response to rating agency requests throughout the year.
- Lead the development of the District's annual Investment Policy Statement review in collaboration with the Chief Investment Officer of ONE Investment and the Commissioner of Finance and Corporate Services.
- Prepare and present quarterly investment reports to the Finance and Corporate Services Committee and District Council. Monitor the corporation's daily and projected cash position, reserve fund balances and investment portfolio for the purpose of making recommendations on magnitude, duration and type of investment vehicles.
- Anticipate, identify and manage emerging issues and challenges within Finance and Corporate Services; identify trends and provide support for informed decision-making and outline appropriate mitigating solutions or improvements.
- Lead Finance and Corporate Services improvement projects to ensure they are completed on time and according to acceptable standards with appropriate documentation. Monitor project budgets and keep stakeholders informed of status.
- Collect, organize, maintain and analyze various types of data, including potentially confidential information, and produce reports to aid teams and stakeholders in monitoring and analyzing performance and outcomes.
- Research and pursue new grant funding and other revenue opportunities.
- Assist with strategic and long-term planning activities based on research/analysis of initiatives, community needs, provincial initiatives, funding deliverables and legislative requirements.
- Manage and facilitate studies, public consultations and community engagement initiatives.
- Be accountable for the safety and security of employees and workplaces and to ensure that employees work safely and in compliance with relevant statutes and regulations and within the District's safe work procedures / directives.
- Complete other related duties as assigned.

What you will need:

- Commerce or Business Administration Degree from a University with a concentration in Finance, Accounting, or Economics.
- Master's degree in public policy administration is preferred.
- A recognized Accounting Designation (CPA) considered an asset.
- Five to seven years of progressive, related and demonstrated experience, including progressive management experience.
- Thorough knowledge of financial, purchasing, accounting and auditing principles and practices, applicable legislation/regulatory standards, provincial grant processes, local government functions and responsibilities.
- Working knowledge of the Municipal Act, Development Charges Act, and other legislation affecting municipalities.
- Ability to lead major projects and initiatives through the use of strong project management techniques, contract administration, budgetary planning & tracking as well as analytical and problem-solving skills
- Sound research, technology and analytical skills to assess research findings, synthesize information, identify key issues, barriers and opportunities, and propose viable recommendations
- Effective written and oral communication skills to prepare communication materials such as policy and research papers, public presentations, and briefings for senior management, Standing Committees, and District Council.
- Demonstrated ability to think strategically, design and implement change and achieve performance objectives
- Ability to demonstrate tact and discretion in handling matters of a confidential or politically sensitive nature, and to maintain confidentiality. Proficiency in a computerized environment.
- Strong leadership, organizational and time management skills to handle competing priorities, and to complete assignments within timelines, working either independently or within a team.

What we are offering:

The District is proud to offer the following benefits with this job:

- Health benefits
- Paid vacation
- Paid leaves
- OMERS pension
- Work-life flexibility
- Perks and discounts
- Wellness programs
- Fostering and fun environment
- Professional development and education opportunities
- Pay range progression based on length of time in the job and satisfactory performance

The Next Step

If you have the necessary skills, experience and qualifications, and can support our vision and values (RISE: Respect, Innovation, Service and Equity), submit your application using the apply now link below.

APPLY NOW or visit our **careers page** for other opportunities.