

Job Title: City Assessor

Openings: 1

Type of Posting: Internal & External

Location Name: City of Regina, Regina, Saskatchewan, CA

Date Posted: July 18, 2023

Closing Date: Open until filled

Profession: Senior Management

Desired Employment Status: Permanent

Job ID: 1602

The Opportunity

Are you a seasoned professional in property assessments with a passion for leading and driving change? Are you ready to take on a challenging role where you can make a significant impact? Our client, the City of Regina is seeking an exceptional candidate to join their team as City Assessor.

As the City Assessor, you will oversee the management and administration of the Property Valuation and Research/Appeals teams within the Property Assessment Services Branch. You will have the chance to shape the future of property assessment through your leadership and expertise. The Property Assessment Services Branch at the City of Regina is responsible for ensuring fair and equitable property assessment values for the calculation of property tax levies. They utilize mass appraisal methodology to create and support accurate property assessment valuations.

This is an ideal position for an experienced property assessment leader who is adaptable, knowledgeable about Saskatchewan assessment legislation, and capable of driving change while fostering team growth and development. Join the City of Regina as they strive to modernize their system, leverage data-driven analysis, and move forward to transformational practices and processes.

Position Overview

- Accountable for the day-to-day operations of the Property Assessment Services Branch including planning, program/service operations and financial decisions.
- Lead the dynamic planning and development of the departmental plan, setting branch objectives, policies, and procedures.
- Oversee property valuations including the development and application of valuation models and property classifications, and the preparation and maintenance of the assessment role.
- Proactively engage and collaborate with a diverse range of stakeholders, including property owners, elected officials, innovative developers, lawyers, skilled appraisers, and appeal board members, cultivating relationships, and sharing subject matter expertise.
- Prepare and present defense of the assessment role at the Board of Revision and Saskatchewan Municipal Board.
- Assess valuation risk loss related to property assessment appeals, delivering comprehensive reports that drive impactful decision-making.
- Provide valuable input in shaping the assessment and tax system, identify operational risks, embark on program and service reviews and make recommendations and action plans that shape the future.

Ideal Qualifications

- Designation requirement: CAE or AACI.
- Minimum of 10 years of experience in property assessments (Mass Appraisal System experience ideal along with municipal assessment experience).
- Strong leadership qualities with exceptional change management skills.
- Ability to inspire and guide the team through potential legislative changes.
- Drive efficiency improvements within the team.
- Proficiency in navigating and delivering structural changes.

The City of Regina believes in growing talent from within and investing in their team's development. They value employee engagement and recognize the importance of nurturing professional growth. As the City Assessor, you will play a vital role in mapping out employee engagement initiatives and promoting continuous learning opportunities.

If you are ready to take on this unique challenge, bringing your expertise, leadership, and commitment to the team, we invite you to apply for the position of City Assessor.

To submit your candidacy for this leadership opportunity, please email your cover letter and resume in confidence to Annette Kohut, Senior Associate, Executive Search at akohut@peoplefirsthr.com or to Karin Pooley, VP, Executive Search at kpooley@peoplefirsthr.com.

✓ **Note:** As per the City of Regina's *Criminal Record Check Policy*, the successful candidate is required to provide a satisfactory criminal record check.

✓ **Note:** Successful candidates will be required to provide proof of acquired education.

Jurisdiction: Out of Scope

Division: Financial Strategy & Sustainability

Department: Assessment & Property Revenue Services

The City of Regina acknowledges that we are on Treaty 4 Territory, and the traditional lands of the Cree, Saulteaux, Dakota, Nakota, Lakota, and the homeland of the Métis Nation.

We want to show our recognition and respect to the Nations and the ancestors of this territory, we are grateful for the privilege to be here, to co-exist. We recognize that much of the harms of the past have shaped our relationship; we are committed to our work of building trust. We hope for good and everlasting relationships to create true partnerships with Indigenous peoples.

Regina is committed to employment equity and accessibility. We encourage applications from members of equity-seeking communities including women, racialized and Indigenous persons, persons with disabilities and persons of all sexual orientations and gender identities/expressions.

Note: The City of Regina strives to provide reasonable access and accommodations throughout the application and selection process. If you would like to request an accommodation at any stage of the process, please note in your application or contact 306-777-7000.