



MEMO / NOTE DE SERVICE

To / Destinataire Mayor and Members of Council File/N° de fichier: _____

From / Expéditeur Wendy Stephanson
Interim City Manager

Subject / Objet Recruitment of General Manager, Date: April 17, 2023
Community and Social Services
Department

The purpose of this memo is to inform you that the City launched an [executive search](#) for a new General Manager (GM) of the Community and Social Services Department (CSSD) on Friday, April 14, 2023, which will remain open until May 15, 2023. The executive search for this position follows the retirement of the former GM, Donna Gray, on March 31, 2023.

The GM of CSSD position is being advertised with municipal and planning organizations, the Odgers Berndtson Canada network, and various publications and platforms including Municipal World, LinkedIn, and the Aboriginal Job Board. The goal is to find an exceptional leader with significant community and social services experience to continue to provide and advance equitable and inclusive human and social services that respond to the needs of the people in Ottawa.

Clara Freire will continue to serve as the [Interim GM of CSSD](#) during this period of transition, and the Mayor and Members of Council will be advised on the outcome of the recruitment process once it is complete.

Should you have any questions, please do not hesitate to reach out to me directly.

Sincerely,

Wendy Stephanson
Interim City Manager

cc: Senior Leadership Team
Extended Senior Leadership Team
Nathalie Gougeon, Auditor General
Sonia Bebbington, Ottawa Public Library
Dr. Vera Etches, Ottawa Public Health
Chief Eric Stubbs, Ottawa Police Services