



## Mount Pleasant Group of Cemeteries

### CAREER OPPORTUNITY

Director, Property  
Permanent Full-Time  
Overlea

Mount Pleasant Group of Cemeteries is a not-for-profit organization that has been caring for families in the GTA since 1826. We operate ten cemeteries, nine funeral centres and four cremation centres, all serving the distinct needs of the local communities where they are located. As a community partner and environmental steward, we constantly strive to set innovative standards for our industry, guided by new trends, and advancements in technology without compromising our long-held values. We are a collection of amazing people who recognize that what they do every day is genuinely meaningful to the families we serve.

We are looking for a Director of Property to join our team.

The Director of Property (Director) is a key member of the senior leadership team and an essential contributor to the strategic planning and direction of the company. They are responsible for serving the needs of clients across a diverse cultural landscape through the effective and efficient delivery of cemetery property services and property maintenance. The Director of Property leads a collaborative team of professionals, providing them with strategic leadership and general direction, managing their performance and fostering their individual and collective growth and development.

The Director will provide leadership, guidance and structure to the entire Property team in order to ensure consistently excellent service across the organization.

The Director will provide expertise and strategic guidance to MPG that will promote environmentally sustainable practices and ultimately create more environmentally sustainable properties and practises.

Responsible for maintaining the award-winning arboretums within the MPG properties, the Director will demonstrate the vision, knowledge and foresight in leading the Arborist team as stewards of our land.

Responsible for maintaining all property-related physical equipment for the organization, the Director leads the Equipment Maintenance team to ensure the fiscally sound and safe maintenance of all necessary equipment. This includes demonstrating proactive efforts to secure vehicles and equipment in a timely manner as it is critical to our successful operation and leading efforts to apply sustainable technologies to our transportation needs.

The Director is responsible for managing the Care and Maintenance budget for the organization, to guarantee the organization's ability to maintain and upkeep all properties in perpetuity.

The Director will work with Human Resources to maintain a collegial and productive working relationship with the unionized employees. This includes attending quarterly joint meetings with the union, addressing concerns and grievances, should they arise and by taking a leadership role in the participation of contract negotiations and all other related discussions throughout the life of a contract.

The Director has ability to pose challenging questions to peers and colleagues to encourage innovative thinking throughout the organization, fostering an environment where others feel comfortable experimenting, taking risks, and learning from mistakes. They can think creatively and challenge traditional viewpoints to identify strategic opportunities where others may see obstacles. They develop solutions that enhance operational efficiencies by leveraging technical expertise and professional experience, and they actively contribute to the development of others.

The Director will be dedicated to building an inclusive team that enables MPG to better understand and connect with the diverse communities it seeks to serve. They will model their commitment to inclusion, diversity, equity and accessibility through their words and actions.

**General Accountability - The successful candidate will be required to:**



#### Property & Arbor Services

- Establish annual goals and objectives for the Property department and ensure goals are achieved;
- Apply expertise and experience to help promote environmentally sustainable practices across the organization consistent with its Net Zero Carbon objectives; and
- Oversee the arboretum program and ensure tree inspections, maintenance, and planting occur in accordance with the approved arboretum program plan.

#### Strategic Planning & Financial Accountability

- Actively support and participate in the development and implementation of the company's operational and strategic plans;
- Notwithstanding the generality of the foregoing, contribute to the development of plans to promote environmental sustainability across the organization that will help it achieve its Net Zero Carbon objectives;
- Identify opportunities to streamline processes and reduce risk as well as implementing strategies when appropriate;
- Develop short- and long-term capital equipment purchasing strategies with the Manager, Equipment Maintenance Services;
- Develop short and long term strategies with the Manager, Arborist, to ensure the safe care of our arboretums remain a distinctive feature of our organization in perpetuity; and
- Prepare annual capital and operational budgets, analyze variances regularly and initiate corrective actions, as required, in line with corporate strategic goals, values and objectives.

#### People Management

- Provide strategic leadership to approximately 12 direct reports across the Property, Arbor and Repair Shop teams;
- Mentor and coach managers and their teams;
- Demonstrate a high degree of cultural competency and a commitment to fostering and supporting diverse and inclusive teams;
- Conduct annual performance reviews and goal setting;
- Investigate performance issues and recommend actions; and
- Identify training, educational and professional development requirements.

#### Leadership

- Foster a respectful and harmonious working relationship with key stakeholders;
- Coordinate work efforts with other departments on various projects;
- Champion MPG's commitment to inclusion, diversity, equity and accessibility throughout the organization; and
- Participate with and support the Senior Leadership Team.

#### Repair Shop Services

- Establish and objectives for the Repair Shop and ensure goals are achieved; and
- Lead organization wide efforts to apply sustainable technologies to MPG's transportation needs.

#### Compliance

- Ensure the Property department's practices comply with labour agreements and best organizational practices; and
- Develop and implement quality measurement tools and processes.

#### Other

- Handle other sundry projects and tasks assigned by the President & CEO (or their designate).

#### **Hours/Days of Work:**



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- 37.5 hours per week
- Occasional overtime as required

#### Qualifications:

- University or College degree, ideally in Business Administration/Horticulture/Arbor Services with supplementary education/experience in Operations Management, Parks and Recreation, Environmental Studies, Property Management or Facilities Management;
- At least seven (7) years of related progressive experience; and
- At least five (5) years of senior management experience.
- Highly developed leader with proven ability to inspire others towards a shared vision and values;
- Advanced interpersonal skills to build strong working relationships within own team and with key stakeholders;
- Proven skills in developing meaningful long-term financial forecasts and business plans as well as yearly operational and capital budgets;
- Proven ability to communicate and work collaboratively in cooperation with customers, staff and other departments,
- Excellent priority setting, analytical, problem solving and negotiating skills with strong emphasis on delivery of customer service;
- Excellent ability to present ideas, plans and changes to key stakeholders;
- Experience in successfully managing in a unionized environment and with collective bargaining;
- Skilled at coaching and mentoring to allow direct reports to maximize their contributions to the organization;
- Advanced proficiency in Microsoft Office (i.e., Word, Excel, PowerPoint, Outlook).
- Reliable access to their own recent-model vehicle, along with a valid Ontario "G" driver's license and a clean driver's abstract. Mileage will be reimbursed per the MPG Mileage Reimbursement Policy.

#### Diversity Statement:

At Mount Pleasant Group, we believe our strength is in the passion of our people, and value the unique skills and experiences each individual brings to the team. We embrace diversity and are committed to creating an environment where all individuals are respected, supported and can be their authentic selves. We are dedicated to building an inclusive workforce that enables us to better understand and connect with the diverse communities we seek to serve. To that end, MPG welcomes applications from everyone, including from those who identify as Black or racialized, Indigenous Peoples, women, people of diverse sexual and gender identities, and people living with a disability.

#### Accessibility Statement:

The Mount Pleasant Group is committed to providing equitable opportunities to all applicants, in accordance with the Accessibility for Ontarians with Disabilities Act (AODA), and strives to ensure a barrier-free selection process. If you require accommodation during the recruitment and selection process, please let us know and we will work with you to meet your needs.