

Director/Administrator, Long Term Care

LINDSAY, ON

Maxwell Management Group Ltd. is proud to partner with **Victoria Manor** in search of a **Director/Administrator, Long Term Care**, to join their team.

About:

Discover a Career with Purpose at Victoria Manor – where compassionate care meets community connection.

Nestled in the heart of Lindsay, Ontario, Victoria Manor is a 166-bed municipal long-term care home dedicated to delivering exceptional, resident-focused care in a warm and welcoming environment. More than just a place to live, Victoria Manor is a vibrant and inclusive community where residents thrive with dignity, connection, and joy.

Every corner of our Home—from our four thoughtfully designed home areas to our serene gardens and engaging programs—is built around one central goal: supporting the well-being and independence of those we serve. We take pride in fostering a culture of respect, inclusion, and partnership, not only among our interprofessional care teams, but also with residents' families and the broader community.

Guided by the City of Kawartha Lakes' values of accountability, respect, and teamwork, Victoria Manor is committed to delivering personalized, holistic care. Our staff are empowered to make meaningful contributions, supported by a strong leadership team that encourages innovation and excellence in every aspect of service delivery.

As a municipally owned home proudly operated in partnership with Sienna Senior Living, we leverage Sienna's nationally recognized 'Circle of Care' model to ensure consistency, compassion, and quality in all that we do.

Together, we're working to enhance quality of life while ensuring that our services are delivered in a fiscally responsible, open, and transparent manner.

Victoria Manor plays an integral role in the local health system—recognized not only as a trusted care provider, but also as a high-performing employer of choice that values its team members and invests in their growth.

Position Overview:

As a key executive leader reporting directly to the Chief Administrative Officer (CAO), the Director/Administrator, Long Term Care, is entrusted with the full strategic, operational, and cultural leadership of the Home. This role is accountable for driving excellence in care, service, and performance across all aspects of Victoria Manor's operations—clinical, non-clinical, and organizational.

This is a transformative leadership opportunity to shape and sustain a high-performing, values-driven long-term care environment that champions resident-centered care, safety, and quality of life. The Director/Administrator plays a critical role in setting the strategic vision for the Home, building a strong culture of collaboration, and ensuring alignment with municipal priorities, provincial standards, and evolving sector expectations.

As an integral member of the City's Senior Management Team, the successful candidate will lead complex teams through innovation, performance management, and continuous quality improvement, while also serving as a trusted community partner and advocate. With a strong focus on financial stewardship, stakeholder engagement, and workforce development, the Director/Administrator will be instrumental in ensuring operational excellence, regulatory compliance, and long-term sustainability.

We are seeking a forward-thinking, systems-oriented leader who thrives in complex, regulated environments. The ideal candidate brings a depth of experience in long-term care leadership, a strong grasp of policy and governance, and an unwavering commitment to equity, compassion, and service innovation. This is a rare opportunity to make a lasting impact on a thriving community and contribute meaningfully to the future of seniors' care in Ontario.

The Senior Leadership Team – City of Kawartha Lakes:

As a member of the City of Kawartha Lakes' Senior Leadership Team, you play a pivotal role in advancing strategic priorities, ensuring operational excellence, and upholding the highest standards of public service. This position requires a deep understanding of municipal governance, intergovernmental relations, financial stewardship, and policy development within a complex and highly regulated environment.

Leaders at this level demonstrate sound judgment, strategic vision, and a collaborative approach to driving organizational improvement and community impact. With proven expertise in public administration, performance management, and stakeholder engagement, they lead with integrity and innovation. They bring advanced skills in communication, risk mitigation, and conflict resolution, while maintaining the utmost discretion, professionalism, and compliance with privacy and ethical standards.

Senior leaders actively foster a culture of accountability, transparency, and continuous improvement, leveraging data-informed decision-making and modern tools such as Business Intelligence and Key Performance Indicators to guide outcomes. Through strong interpersonal acumen and commitment to service excellence, they build trusted relationships across departments, Council and Committee(s), the community, and senior levels of government—contributing meaningfully to a healthy, sustainable future for the City of Kawartha Lakes.

Qualifications:

- Possess an advanced post-secondary degree in Business, Social Sciences, Healthcare Management or related field.
- Demonstrated experience in progressively senior roles within the municipal, healthcare, long-term care and/or non profit sectors.
- Must hold a Long Term Care Home Administration Certificate (including a minimum 100 hours of instruction time) or obtain within 24 months.
- Knowledge of municipal structures, functions and financing of local governments and their relations with federal and provincial governments.

Compensation:

- Excellent compensation package designed to attract star performers.

Please apply in confidence to:

Charline Lauria

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1-855.305.4078 ext. 202

Leaders Helping Leaders ... We Welcome Your Valued Referrals!

If this opportunity is not a fit for your background and experience please feel free to forward to any interested colleagues.

We invite interested candidates to submit their resume in confidence. While we appreciate the interest of all applicants, we will contact only those selected for interviews.

We are equal-opportunity employers committed to an inclusive, barrier-free recruitment and selection process. We respect, encourage, and celebrate diversity.

If you are an applicant with disabilities and require accommodations, please let us know at the time of our contact so that we may arrange for their provision.

COMPLETE THE FORM BELOW TO APPLY FOR THIS JOB:

- Name*

First Last
- Email*
- Primary Phone*
- How did you hear about us?*
- Google
 - Referral
 - Emails
 - Social Media
 - Other
- Attach your resume

Drop files here or Select files

Accepted file types: pdf, doc, docx, rtf, txt, Max. file size: 2 MB, Max. files: 2.

You may upload up to 2 files. Each can be up to 2MB.

- Help us to prevent SPAM

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