



# Shared Economic Development Officer Position



## **SUMMARY:**

To support the Village of Alert Bay and the Town of Port McNeill to grow and become resilient and sustainable in the face of lingering socio-economic impacts from forestry policy changes, and mill closures.

The Advisor will support both communities in reaching their objectives. The Village of Alert Bay is looking to build upon current strategies that are implemented into the Village's bylaws and policies, therefore furthering economic development and tourism opportunities in the community. The Town of Port McNeill's priorities are updating their Strategic Economic Development Plan from 2014, creating a point of contact for incoming economic development and business enquires, and the planning and implementation of public engagement sessions as well as other front-line work for a project funded by REDIP.

## **DETAILS:**

This is a temporary (12 month) full-time position with duties set out by both the Village of Alert Bay and the Town of Port McNeill. Reporting will be split between the Village of Alert Bay and the Town of Port McNeill. This position is funded through a grant from the Island Coastal Economic Trust.

## **QUALIFICATION & EXPERIENCE**

- Ownership or management in small business
- Experience in small business capacity consulting, covering one or more business planning, finance, HR, legal considerations, digital technology and e-commerce, or sales and marketing.
- A post-secondary business degree
- A strong knowledge of the North Island Region and its economic drivers would be beneficial.
- A Class 5 driver's license would be beneficial

The Village of Alert Bay and the town of Port McNeill welcomes applicants in all their diversities! We look forward to having conversations with applicants about their unique circumstances, strengths, and needs, and will provide a flexible, supportive and empowering work environment.