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Position Information

Position:	Economic Development Manager	Hours:	Full-time, Contract
Position ID:	ED-2301	Wage Range:	\$32-40 (experience dependent)
Supervisor:	General Manager	Start Date:	April 21, 2023

Job Summary

The Economic Development Manager delivers a suite of programs and services to perform the following duties: develops policies and administers programs that promote industrial and commercial business investment within the community; conducts social and economic surveys within the area to assess development potential and future trends; plans business development projects through liaison with a variety of industry, commercial enterprise, and government agency representatives; reviews feasibility studies or business plans; advises on procedures and requirements for the lending agency and government funding approval; and may be required to conduct competitive analysis and market research for business ventures. The Economic Development Manager works closely with other business support agencies and financial institutions active in the Saik'uz region.

Skills and Requirements

- Preference will be given to candidates with a degree in economic development, commerce, marketing, or MBA or an equivalent combination of education and experience.
- Demonstrated record of accomplishment in business or economic development with a minimum of three years of relevant senior management experience preferably in a First Nations environment.
- Proven ability to work with Businesses and investors to develop joint venture opportunities.
- A solid understanding of business principles, community economic development, accounting principles, financial analysis, and evaluation.
- Possess professional attributes, communication skills, technical skills, and report writing skills.
- Experience working with large operational budgets.
- Strong negotiation skills.
- Well organized with excellent strategic planning skills.
- Knowledge of First Nation governance, government programs, and services.
- Proficiency in Microsoft Office applications such as Outlook (email), Word, Excel, etc., and the ability to learn new computer applications.
- Ability to manage multiple projects.
- Strong work ethic.
- Ability to work in a team environment.
- Ability to travel.
- A valid BC Driver's License and a reliable vehicle.

Please submit your cover letter and resume with the Position ID in the subject line to resume@saikuz.com by April 14, 2023.

We thank everyone for their interest;
however, only those selected for an interview will be contacted.