



EMPLOYMENT OPPORTUNITY

ECONOMIC DEVELOPMENT OFFICER

The Town of Stony Plain has a unique and prosperous business center that is carefully planned and developed to support business development and growth. We are proud of our cultural heritage and high quality of life and have remained true to our roots throughout our fast-paced growth. If you thrive in the spirit of innovation and community cooperation, we want to hear from you! We are currently looking for a permanent full time Economic Development Officer who can inspire and nurture entrepreneurs within our community. Reporting to the General Manager of Strategic Services, this position will be responsible for attracting and expanding investment and development in the Town of Stony Plain for the purpose of economic growth, employment, and strengthening the Town's tax base.

The ideal candidate for this position holds a post-secondary degree or diploma in Business Administration, Economic Development, Marketing, or related field, along with a minimum of four (4) years' related experience, preferably in a municipal setting. The successful candidate will have highly developed organizational, communication and interpersonal skills and the ability to foster and maintain positive relationships with various stakeholders, both internal and external to the organization. Your passion for this field, paired with your strong project management and researching skills will help to ensure your success in this role. Proficiency in Microsoft Applications, as well as desktop publishing and social media platforms is essential. As this position requires travel, a valid Alberta driver's license with a reliable vehicle is required.

The salary range for this position is \$76,309 - \$97,086 per annum. The current work week is based on 35 hours, 8:30 a.m. to 4:30 p.m., Monday to Friday, with the exception of some evening and weekend commitments, that will be compensated with time off in lieu. The option to participate in an alternate work schedule and/or remote work may also be available. The Town offers an excellent benefits package including the Local Authorities Pension Plan.

For complete details and to apply online, please visit www.stonyplain.com

Competition # 2021041

Deadline for application submission: Wednesday, October 6, 2021 at 4:00pm

The Town of Stony Plain thanks all applicants, however, only those selected for an interview will be contacted.