

The County of Dufferin is an upper tier municipality which sits on the fringe of the Greater Toronto Area, about 100 km northwest of Toronto. It is largely a rural county with three urban settlement areas. The region is well known for its rivers, rolling hills and excellent outdoor recreation opportunities. The UNESCO World Biosphere Reserve, the Niagara Escarpment and the world famous Bruce Trail, run through Dufferin offering spectacular vistas and hiking opportunities. Home to over 61,000 residents the area boasts fabulous restaurants, shopping and amenities.

We are currently recruiting for a:

### ECONOMIC DEVELOPMENT MANAGER

<b>JOB ID:</b> C53-22	<b>LOCATION:</b> Remote & 30 Centre Street, Orangeville, ON.
<b>JOB TYPE:</b> Permanent Full Time	<b>DEADLINE TO APPLY:</b> 4:30 p.m. on Friday, July 29, 2022

Reporting to the Director of Development and Tourism, the Manager of Economic Development is responsible for developing, recommending, and implementing programs and initiatives designed to increase the prosperity, resiliency, and adaptability of the local economy. This includes being responsible for the implementation of economic development components in various strategic plans. As the key coordinator and advocate for County-wide economic development activities and initiatives, the Manager of Economic Development works closely with local municipalities and stakeholders to build collaborative partnerships, share resources and information, and work towards mutual goals.

#### What you'll do

- Connect and maintain positive working relationships with key stakeholders to identify opportunities, share information, collaborate, and create influence in order to achieve Dufferin County's strategic economic development goals;
- Develop and maintain a leadership role within economic development efforts at both the local and regional level;
- Lead all investment attraction and readiness initiatives, including developing and maintaining processes to: respond promptly to inquiries, support site selectors and developers; and attract investors to Dufferin County;
- Provide general direction over the Economic Development division, including the managing, mentoring, coaching and training of staff to support departmental operations, goals and initiatives;
- Write grant proposals to obtain funding to support projects or resources that achieve or advance work on the County's strategic economic development goals;
- Conduct research on economic development trends.

#### What you'll bring

- University undergraduate degree in Economics, Business, Marketing or a related field;
- Five (5) years' experience working in an economic development capacity with progressive managerial experience;
- A valid Class G driver's license and access to reliable transportation required;
- Excellent marketing and business promotion skills;
- Understanding of geographic and socio-economic characteristics and real estate activities;
- Ability to write effective grants for various government funding opportunities;
- Possess political acuity and be able to handle sensitive situations with tact;
- Suitable work from home environment including reliable high speed internet.

#### What we can offer YOU!

- A competitive hourly wage ranging between \$89,690 – \$104,923;
- Enrolment in our comprehensive health benefits program and defined benefit pension plan;
- Access to an Employee and Family Assistance Program;
- Unlimited access to live and interactive webinars offered by the Canadian Centre for Diversity

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and Inclusion (CCDI);

- A supportive and collaborative work environment.

### **Ready to apply?**

Interested applicants are invited to submit a resume and cover letter before the closing date and time to: [hr@dufferincounty.ca](mailto:hr@dufferincounty.ca)

As an organization, we have made a commitment to diversity, equity, inclusion and belonging and are at the beginning of this journey. We recognize the value of diverse perspectives and lived experiences, and the importance of creating an environment that embraces and supports these. We are committed to creating and fostering a workplace where all employees, regardless of race, colour, ancestry, creed (religion), place of origin, ethnic origin, citizenship, sex (including pregnancy), gender identity and expression, sexual orientation, age, marital status, family status, and disability feel a sense of dignity and belonging. As such, we seek to attract, develop, and retain highly talented employees with a variety of identities and backgrounds, in order to better reflect the growing diversity of our region.

Please note that the County of Dufferin requires that all newly hired employees are to be fully vaccinated against COVID-19 as a condition of employment and must provide proof of fully vaccinated status, or provide proof of a medical or Human Rights Code exemption, prior to starting employment.

All applicants are thanked for their interest. Only those selected for an interview will receive a response. Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection and will not be used for any other reason. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.

