



The Corporation of the City of Brantford Business Support and Sustainability

requires

Downtown Revitalization Ambassador

Job ID# 2113

Situated on the picturesque Grand River, the City of Brantford is a rapidly growing community of over 100,000 residents, located in the heart of Southern Ontario with direct access to Hwy. 403 and is in close proximity to the GTHA, Waterloo and Niagara regions. As a single-tier municipality, Brantford is responsible for the full spectrum of municipal service areas. We invite you to join our #TeamBrantford corporate culture with many progressive initiatives, including our hybrid work environment (within 200 km of the City of Brantford boundary). The City is committed to the professional development of our staff and invite you to come, grow with us!

Reporting to the Manager of Business Support and Sustainability in the Public Works Commission, the Downtown Revitalization Ambassador will be responsible for planning, leading, and managing the consultation and engagement strategy for the Downtown Revitalization program. The Ambassador will be the key contact person and resource for downtown businesses and stakeholders to gather information on specific infrastructure projects in the downtown and providing guidance, advice, and support throughout the program. The Ambassador will be responsible for building and maintaining trust and relationships with all downtown stakeholders. Additionally, the Ambassador will be the onsite liaison during the construction of the downtown infrastructure to ensure meaningful engagement continues throughout all phases of the project.

The Ambassador will work closely with other departments across the Corporation including Engineering Services and Communications and Community Engagement to coordinate successful delivery of infrastructure projects in the downtown. The Ambassador will plan, participate in, and attend project meetings, workshops, Council and Committee meetings, and stakeholder engagement sessions and will be responsible for preparing verbal and written presentations and reports.

QUALIFICATIONS

- This position requires a university degree in Marketing/Communications, Business Administration, or another directly related to urban planning.
- Demonstrated ability to effectively communicate and interact with multiple stakeholder groups and foster collaborative partnerships.
- Excellent project management, time management, organizational, analytical, problem-solving skills as well as oral and written communication skills.
- The successful candidate will have the ability to think strategically, anticipating future issues and applying foresight to strategic goals, and providing recommendations to senior levels of staff and other stakeholders.
- Demonstrated research, analytical and report writing skills are required for a variety of audiences.
- Ability to work well in a team environment and be a strong team player.
- Proven proficiency in utilizing computer equipment and related software applications.
- A valid G Ontario driver's license in good standing is required.
- Availability to work evenings and weekends as required.

- Computer literacy utilizing the Microsoft Office Suite (Word, Outlook, Excel, Access).
- Criminal Reference check will be required upon time of hire.

WAGE/SALARY RANGE: \$37.62 to \$47.03 per hour plus benefits.

To apply on-line, please visit the City of Brantford website at <https://careers.brantford.ca/> and click on **Current Opportunities**.

Closing date for applications: **Thursday, July 4, 2024, at 4:30 p.m.**

Information gathered relative to this position will only be used for candidate selection.

We thank each applicant for taking the time and effort to submit your resume, however, only candidates to be interviewed will be contacted.

Our organization is committed to promoting the independence, dignity, integration, and equality of opportunity of persons with disabilities by ensuring the accessibility of our facilities and services. Accommodations are available for all parts of the recruitment and selection process. Applicants need to make their required accommodations known in advance.