



Community Economic Development Officer – Contract

The Corporation of the Township of Clearview

Clearview Township is currently seeking a full-time temporary Community Economic Development Officer– two (2) year contract.

Clearview Township is located in a region that has a long history as one of Ontario's favourite tourist and vacation destinations, attracting over 2 million visitors annually. Our community offers all the modern urban amenities with the attractiveness and friendly charm of small-town quality of life.

Clearview Township currently only has in-person work.

Qualifications:

A university degree in business, political science, planning or related discipline from a recognized institution. Preference is given for an Economic Development certificate obtained through a 2 year postgraduate program. Possession of an Economic Development designation is an asset.

Responsibilities:

Reporting to the Chief Administrative Officer, the Community Economic Development officer is responsible for facilitating, promoting, and assisting in community and economic development. Including securing opportunities and facilitating processes for economic and business development that support sustainability and increase business growth within Clearview Township. In addition, they will be required to facilitate community development opportunities for volunteer groups.

The preferred candidate will have extensive knowledge and experience with community economic development theories, practices and knowledge of local and regional economic development opportunities. As well as a good understanding of municipal affairs, business principles, market analysis and a good knowledge of marketing and business promotion. The successful candidate must possess a G driver's licence in good standing.

Salary:

The salary range offered for this position is \$70,937 to \$87,091 plus matched OMERS contributions.

Note: The preferred candidate must be willing to provide consent for the Township to conduct a background and vulnerable sector check prior to finalizing an employment offer.

Interested candidates are invited to forward their resume and cover letter quoting **job # 2024-027** to Human Resources **by July 29, 2024** to: hr@clearview.ca

We thank all applicants for their interest; however, only those applicants selected for an interview will be contacted. No phone calls, please. The Township of Clearview is an equal-opportunity employer.

Accommodation will be provided in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

Please visit: www.clearview.ca