



Manager, Economic Development

A Community Pursuing Prosperity, Quality of Life and a Healthy Environment

The City of Kawartha Lakes, located on the Trent-Severn Waterway in central Ontario, offers a unique mix of urban, rural, agricultural and water-front living to a growing population of 72,000, plus its annual seasonal residents and guests. Bordered to the south and west by the Oak Ridges Moraine and GTA and Haliburton and the Muskokas' to the north, our goal is excellence and responsible municipal management in the delivery of quality services to our residents and in planning for our communities.

If you are an innovative and dynamic leader in the business of community and economic development, we encourage your application to join our Senior Management Team.

Key Responsibilities

Reporting to the Director of Development Services, this Manager provides effective leadership and direction to division with a focus on business expansion and attraction programs, agriculture and tourism development, business retention and small business development. You will,

- Develop programs and partnerships to expand the economic base of the City of Kawartha Lakes
- Identify and develop new and existing opportunities relating to business retention, expansion, attraction, marketing, tourism and agriculture programs
- Create and sustain networks with stakeholders, including business and community leaders and organizations, potential investors, local boards and committees
- Develop and implement the division's annual business plan, establishing achievable goals and objectives in alignment with Council's strategic priorities
- Develop and administer the division's annual operating and capital budgets, including grant or partnership funding
- Participate in studies relating to business and economic development initiatives, working with municipal staff and external stakeholders
- Prepare reports for Council and Committee
- Manage and support divisional staff, providing direction, motivation and communicating division initiatives, policy and procedure

Knowledge, Skills and Experience

- Post secondary degree in Business, Economics or related, with primary focus on community economic development and marketing; EDO or Ec.D certification desired
- Seven (7) years' related progressive experience, including supervisory experience in a unionized environment
- Thorough understanding of municipal economic development issues, both rural and urban and working knowledge inter-governmental funding programs and opportunities
- Strong organizational, interpersonal and communication skills to effectively manage projects and to establish and sustain solid working relationships and partnerships
- Commitment to contribute to and to build upon a positive and healthy working environment, and commitment to quality and process improvement

Visit <http://www.city.kawarthalakes.on.ca/cityhall/employment> opportunities for the comprehensive job description "Manager, Economic Development."

Salary: \$91,957 - \$107,577 (performance-based)

Apply in confidence by 4:00 p.m. on **December 14, 2015** quoting Job Number **15-164** to:

Human Resources Officer
City of Kawartha Lakes
P.O. Box 9000, 28 Francis Street
LINDSAY, ON K9V 5R8
E-mail: jobs@city.kawarthalakes.on.ca

We appreciate the interest of all applicants; however, only those selected for interview will be contacted. We will accommodate the needs of applicants in accordance with the *Ontario Human Rights Code* and the *Accessibility for Ontarians with Disability Act (AODA)* throughout all stages of the recruitment and selection process. Please advise Human Resources to ensure your accessibility needs are accommodated throughout this process.