

ECONOMIC DEVELOPMENT OFFICER (FULL TIME)

The Town of Morinville, close to the cities of Edmonton and St. Albert, is a vibrant, growing rural community developed on the foundations of a rich heritage. With a population of approximately 9,800 and an operating budget in excess \$16 million, Morinville has a healthy business and residential community that offers an excellent quality of life in a small town setting.

The Town of Morinville is currently seeking a full-time Economic Development Officer to join the Planning & Economic Development Team.

Reporting to the Director, the Economic Development Officer will play a key role in promoting economic growth and sustainability for the Morinville region. Primary responsibilities include:

- Implement the economic components of the Town's Strategic Plan;
- Develop a business plan for the overall direction of Morinville's economic development, including: pursuing economic development projects, the delivery of programs and services to the businesses of the Town, and marketing and promoting the Town locally, regionally, nationally and internationally.;
- Develop promotional and marketing tools and community building events to attract new businesses and residents;
- Provide professional advice on a variety of matters as they relate to economic development (such as but not limited to: infrastructure, planning documents and bylaws, affordable housing, workforce capacity);
- Prepare applications for provincial and federal grants for developmental projects, assist local businesses in growth and strategic development.

Requirements: The ideal candidate will be a focused, organized and creative individual with a post-secondary degree in Commerce, Marketing, Economics or a related field. Development Designation of (or actively working toward) Certified Economic Developer (EcD) and/or Registered Professional Planner (RPP) is considered an asset. Five years of working experience in Economic Development, Marketing and/or Public Relations. Equivalent combinations of education and experience may be considered.

Our ideal candidate will have highly developed communication, interpersonal and organizational skills, combined with advanced analytical, issue management and negotiation skills. Proficient computer technology skills (including Microsoft Office suite) will support success in this role. The successful candidate will be required to provide a Criminal Record Check.

Salary Range: \$81,054 to \$96,782 (7 Step Grid) based on a 35 hour work week. We offer a comprehensive benefits package including pension, workplace development and great opportunities for employees to become involved in the community.

Application Deadline: 12:00p.m, September 30, 2019 COMP # 201933

Please submit applications to:

Human Resources, Town of Morinville
10125-100 Avenue, Morinville, AB T8R 1L6
Email: hr@morinville.ca | Fax: 780-939-5633 | Web: www.morinville.ca

This competition will remain open until a suitable candidate is found.

The Town of Morinville thanks all applicants for their interest; however, only those under consideration will be contacted.

