



JOB DESCRIPTION

EDO ... Here is an opportunity to showcase your talents and make a real difference ...

So, what is the opportunity in Cochrane Ontario?

Here it is in a nutshell:

Working under the leadership of the CAO/Director of Eco. Dev, the EDO will be responsible for the coordination in the Town's delivery and oversight of the economic development activities with the intent of attracting new businesses, encouraging investment opportunities, increasing job opportunities and identifying opportunities for sustainable growth and development by promoting and marketing the Town as a great place to live, work, visit and conduct business.

Background: The main industries in Cochrane are transportation, railway, tourism, and forestry.

In Cochrane, we are proud to be Northerners. Whether in winter or summer there is something for you in Cochrane. Explore hundreds of kilometres of snowmobile trails, lakes and rugged wilderness.

All this and more will sure make your experience wonderfully unexpected!

Qualifications:

1. Post – secondary education or university degree in Commerce, Economics, or Community Economic Development.
2. Previous experience in municipal government or public sector environment
3. Holds or working towards a Certificate in Economic Development and/or Economic Development (Ec.D) designation
4. Proficiency in Windows and Microsoft Office software, GIS and Internet searching tool
5. Valid class” G” license in good standing
6. Availability to attend evening and/or weekend meetings and other special events as required

So, your job, if you are smart enough to recognize an opportunity and you are lucky enough to get it, will be to help the Chief Administrative Officer put Cochrane on the map. Their vision is to make it a destination for businesses, tourists and you name it, be a part of making a difference. It’s an adventure, not a job.

Please reply with a compelling cover letter; Comprehensive resume; Salary history; and three (3) professional references.

Confidential inquires to:

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