



JOB OPPORTUNITY

Are you looking for a career in Economic Development?

Are you interested in Small Business Development?

If you answered YES, we have a position for someone like you!

Community Futures Alberta Southwest, based out of our office in Fort Macleod, provides small business lending, assistance, and supports to new & existing business in Southwestern Alberta and actively participates in many communities' economic development initiatives.

The Position: **Community Economic Development Manager**

- The individual will provide community development consultation services to municipalities, community organizations, businesses and to the public
- The individual will maintain a high level of current knowledge about the region, business opportunities, new technologies and business management
- This person will have an attitude conducive to supporting and promoting entrepreneurs in communities within southwestern Alberta
- This person would coordinate community economic development planning in order to identify and establish tourism and other economic development opportunities
- The individual will work with stakeholders in each of the communities that CF Alberta Southwest serves. to help them achieve their Community & Economic Development goals
- The individual will develop and maintain relationships with representatives of local, provincial and federal levels of government, community groups involved in development activities and non-profit organizations supporting community engagement and growth

Required Skills:

- Ability to communicate effectively in both oral and written forms
- Ability to work effectively either independently, with small teams, or in larger group settings
- Knowledgeable in the areas of community development and sustainable growth
- Ability to deliver seminars and conduct meetings
- Excellent computer and interpersonal skills (MS environment)

If this sounds like you, please submit your resume with personal references to:

Tony Walker, General Manager
Community Futures Alberta Southwest
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