**TOWN OF VIRDEN**

**EMPLOYMENT OPPORTUNITY**

The Town of Virden is looking for a candidate to fill the role of:

**ECONOMIC DEVELOPMENT MANAGER (EDM)**.

The EDM will find sustainable solutions to economic, social and environmental issues to build a healthy viable community. The EDM will work to create and encourage a environment that retains existing businesses and attracts new ones to the Town of Virden.  
Reporting directly to the Chief Administrative Officer, the EDM is responsible for facilitating community economic development planning initiatives that are consistent with town bylaws and land use policies. The job will entail identifying and fostering economic development opportunities and partnerships and securing funding for economic development programs and projects. The EDM will promote the community in order to expand economic development opportunities.

**Core Skills and Competencies:**Relationship building  
Communication skills- written and verbal  
Proposal writing & grant research  
Facilitation and presentation skills  
 **Qualifications:**A Community Economic Development degree or diploma or equivalent background education. Minimum of 2 years previous experience working in municipal government or with an economic development organization is preferred. The successful candidate will plan to complete the Community Edge Program as made available by the Economic Developers Association of Manitoba.  
 **Other:**Access to vehicle and the ability to travel and work beyond regular hours is required.

A copy of the complete job description is available on the Town of Virden Website: [www.virden.ca](http://www.virden.ca)

**Applications will be accepted until Friday, August 26, 2022 at 4:00 PM by emailing:**

Rhonda Stewart, CMMA

Chief Adminstrative Officer

cao@virden.ca

Town of Virden

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