



CITY OF COLWOOD JOB POSTING

POSTING ID #:	COC20210514_EPC
POSITION TITLE:	ECONOMIC PROSPERITY COORDINATOR (<i>new position, under review</i>)
DEPARTMENT:	COMMUNITY PLANNING
POSITION TYPE:	FULL TIME AUXILIARY, UNION POSITION (TEMPORARY)
POSTING TYPE:	INTERNAL/EXTERNAL
SALARY:	Pay Grade #17 - \$46.00/hr (2021 rate)
HOURS OF WORK:	35 hours per week, Monday – Friday between the hours of 8am – 5pm
BENEFITS:	Benefits per the Collective Agreement for Auxiliary Employees.

Do you thrive in a fast-paced environment where you are able to work on a variety of projects that help guide community growth and development?

The City of Colwood is home to more than 17,000 residents and located 25 minutes from downtown Victoria. As a rapidly growing seaside community with a recently adopted Official Community Plan (2018) which prioritizes the natural environment through Site Adaptive Planning Principles, pedestrians over automobiles, and sustainable development.

The City of Colwood has an exciting opportunity for a **FULL-TIME TEMPORARY AUXILIARY ECONOMIC PROSPERITY COORDINATOR (EPC)**. This is a UNION position with CUPE, local 374 with an expected term end date of December 2021. Reporting to the Director of Community Planning, the EPC is responsible for implementing various initiatives to promote the economic prosperity and wellbeing of Colwood's households, assist in the retention and expansion of existing businesses, and vigorously seek out new economic opportunities for the City. The EPC will also be required to regularly liaise with the development and business community, not-for-profit organizations, and various government and/or partner agencies.

MINIMUM TRAINING AND EXPERIENCE REQUIRED

- Completion of Post-secondary college/university degree in Economic Development, Community Planning, Resource Management, or other related degree program.
- Minimum of 5 years' experience in program development and implementation preferably within local government.
- Completion of a Diploma in Project Management.
- Valid BC Driver's License, Class 5.

A complete job description is attached to this posting.

Using the subject line **POSTING ID# COC20210514_EPC**, please submit your resume and cover letter, in confidence, to **Iain Bourhill, Director of Community Planning** at careers@colwood.ca.

Applications will be accepted until 4:30pm on May 27, 2021.