

## **Economic Development Officer - Lloydminster Economic Development Corporation**

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### *Company and Community:*

The Lloydminster Economic Development Corporation (LEDC) is the agency tasked with expanding and diversifying Lloydminster's economy by attracting new business investment, promoting the expansion of existing business, increasing visitor spending and attracting new skilled residents. Lloydminster itself is a dynamic community whose National reputation in entrepreneurship sets the stage for growth that is amongst the most robust in both Alberta and Saskatchewan. Population growth is 4% annually and the average age is approximately 30 years. Unemployment is estimated at around 3.0% and household incomes exceed the averages of Alberta, Saskatchewan and Canada.

### *Role:*

LEDC requires an Economic Development Officer (EDO) to ensure that we are moving forward in our mission. The EDO will accomplish this by building relationships, performing analysis, generating ideas, communicating and collaborating with people, businesses and organisations. This is a full time position that is typically Monday to Friday, with some weekend and evening work. Travel will require the use of a personal vehicle and some overnight stays. Compensation is competitive with a comprehensive benefits plan and LEDC is committed to be a flexible work place and team.

### *Responsibilities:*

The EDO will be tasked with business development by way of implementing projects and initiative's, building partnerships, communicating with stakeholders and clients, conducting research, performance measurement and sourcing new funding and partnership opportunities. Note: as LEDC is a new organisation, the role will evolve as LEDC matures.

### *Qualifications:*

- Professional experience in a business setting combined with relevant education is necessary
- Professional designations or certifications are an asset (Ec. D., CMP, etc.)
- Willingness to undertake professional development
- Effective oral and written communications skills
- Proficient in Office software suite and ability to learn other software
- Familiarity with the Lloydminster, Alberta, Saskatchewan and Canadian business

To learn more about LEDC visit: [www.lloydminsterdevelopment.ca](http://www.lloydminsterdevelopment.ca) & [www.lloydminstertourism.ca](http://www.lloydminstertourism.ca)

Send or drop off (email preferred) applications by Monday February 13, 2012 at 12:00 pm to:

Ward Read, CEO  
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Lloydminster, AB/SK T9V 0X1  
[wread@lloydminster.ca](mailto:wread@lloydminster.ca)  
Fax: 780-875-8882

LEDC thanks all applicants for their interest, but only those interviewed will be contacted.