



Economic Development and Tourism Officer **(Job # 2024-089-IE)**

Department:	Development Services
Status:	Full Time, Permanent
Date Posted:	December 16, 2024
Date Closing:	January 6, 2025, 4:00 p.m.
Number of Positions:	1
Scheduled Hours/Shifts:	35 hours per week
Salary:	\$86,728 - \$105,518 annually (2025 rates)
Flexible Working Arrangements:	Yes

WHY Stouffville:

Working for the Town of Stouffville means being a part of one of HRD Canada's Best Places to Work. Here, we foster a sense of belonging as a tightknit workforce. The Town is dedicated to supporting its employees, by providing competitive compensation, OMERS Pension, employer funded benefits, paid vacation, sick time, EAP and flexible work arrangements, to help you prioritize what matters most.

This dynamic and exciting role is integral to the successful operation of the Development Services Commission. This role is a perfect fit for someone who is willing to take on challenging projects and tasks. The role will require the candidate to be able to work independently with little supervision, have good leadership skills, the ability to work easily with others and lead by example.

We are committed to being an equal opportunity employer, supportive of an inclusive, barrier-free recruitment and selection process and as we grow, it's important that our workforce reflect the citizens we serve. At the Town, we respect, encourage, and celebrate our diversity. If contacted for an employment opportunity, please advise if you require accommodation.

Position Purpose:

The Town of Stouffville is seeking a dynamic and motivated Economic Development & Tourism Officer to spearhead initiatives focused on tourism and the growth of Stouffville. The focus of this position is on economic development, tourism marketing, research, analysis, communication and marketing. This position contributes to making Stouffville one of the best places to live, work, play and invest, and the successful candidate will drive collaboration among stakeholders, enhance tourism assets, and promote a unique brand for Stouffville, all while supporting the community's economic vitality.

Qualifications and Requirements:

- A college or university degree, or equivalent, in tourism, cultural services, marketing, economic development, business or a related field.
- A minimum of three (3) years relevant experience, preferably in a municipal environment.
- Excellent computer skills, including MS Word, PowerPoint, Excel, and social media.
- Proven experience in economic development, tourism promotion, or community engagement.
- Excellent communication, interpersonal, and organizational skills.
- Experience in designing and overseeing tourism-related marketing campaigns considered an asset

How to apply:

Please forward your resume in confidence by **January 6, 2025, at 4:00 p.m.**, identifying **Job # 2024-089-IE** in the subject line to hr@townofws.ca.

Please save your resume in PDF version and save the document in the following format: *Full name, Position Title*

We thank all applicants for their interest in this position, however, only those applicants selected for an interview will be contacted.