

**DITIDAHT ECONOMIC DEVELOPMENT CORPORATION
ECONOMIC DEVELOPMENT AND BUSINESS OFFICER**



**Tenure: Full-time mentored position
Closing Date: January 31, 2023, 4:00pm**

The Ditidaht Economic Development Corporation (DEDC) is pleased to offer a high level position for the economic development and business management of the Ditidaht First Nation's existing and future business operations.

The Economic Development and Business Officer will be responsible for facilitating, promoting and ensuring community and economic development in order to secure opportunities while providing local employment.

This position will work closely with the existing DEDC Executive Director and the Ditidaht Development Corporation's General Manager. Work will include reviewing and applying for funding, proposal writing, contracts, budgets, reporting requirements and auditing of all economic and business-related programs while working on a day-to-day basis with staff.

The Officer will be required to work in cooperation with others including band administration, Council, Boards, consultants and trainers. Attendance may at times include weekends, evenings and statutory holidays, and duties at times will be carried out with little or no direct supervision.

The successful candidate will require relevant post-secondary education and an agreement to attend further related courses, and will shadow the existing executive director, business managers, contractors and consultants.

Physical fitness is a criteria, as a requirement will be to over-see existing business operations including but not limited to forestry and eco-tourism, and to work closely with staff located on rural reserve and settlement lands.

Candidates with some financial, economic or business experience is an asset as is the willingness to learn and work as a team player for the betterment of the Nation.

All interested parties requiring additional information regarding this position please email bryan@ditidaht.ca
Please submit your covering letter and resume to:

Ditidaht Economic Development Corporation
e-mail: bryan@ditidaht.ca

Applications will be accepted by e-mail or in person to the Ditidaht Administration Office at Nitinaht by
4:00 pm on January 31, 2023.

- WE THANK ALL CANDIDATES WHO APPLY AND ADVISE THAT ONLY **THOSE SELECTED FOR FURTHER CONSIDERATION** WILL BE CONTACTED. Acknowledgment of receipt of applications will not be sent; we will contact candidates who are screened in for further consideration when the screening process is completed.