

NORTHERN DEVELOPMENT ADVISOR

Organization:

Ministry of Energy, Northern Development and Mines

Division:

Northern Development Division - Regional Economic Development Branch - Kenora Area Team

City:

Red Lake

Job Term:

1 Permanent

Job Code:

12124 - Industrial Development Officer 3

Salary:

\$1,438.41 - \$1,835.96 Per Week*

*Indicates the salary listed as per the OPSEU Collective Agreement.

Understanding the job ad - definitions

Posting Status:

Open

Job ID:

149291



[Apply Online](#)



[View Job Description](#)

How would you like to contribute your highly developed advisory and program development skills and contribute to the successful delivery of economic development across Northern Ontario in the Red Lake -Ear Falls area!

What can I expect to do in this role?

As a member of an integrated area economic development team, you will:

- Provide economic advisory and consultative services to economic and social organizations, First Nations, municipalities, and businesses
- Participate in the development, coordination and delivery of programs and initiatives in the north
- Promote economic development programs and services utilizing a variety of marketing methods, including presentations and in-person meetings
- Prepare briefing materials, reports and responses to inquiries from associations, stakeholders, the public and internal staff
- Establish linkages and maintain on-going relationships with stakeholders and other partners
- Manage economic development projects and undertake research and analysis

How do I qualify?

Mandatory

- Valid driver's license and willingness to travel to remote areas that may be inaccessible by other means of transportation

Specialized Knowledge/Experience:

- Understanding of economic theory and principles in order to understand the needs of northern Ontario and the applications/impacts to economic and/or sector development
- Understanding of provincial and federal programs dealing with economic and community development as well as public sector organization, structure and processes

Communication, Interpersonal and People Skills:

- Proven communication, facilitation, interpersonal, and customer service skills to work with individuals, businesses, First Nations, municipalities, groups and organizations

Project Management Skills:

- Demonstrated leadership and project management skills in leading task teams, coordinating projects, conducting financial analysis and managing issues
- Working knowledge of business development/planning, reviewing, and evaluating project applications

General Skills:

- Demonstrated research and data analysis skills
- Ability to work independently and participate on multi-disciplinary teams
- Proficiency with computers and software including word processing, spreadsheet, database, e-mail, and internet

Additional Information

Address:

- 1 Permanent, 227 Howey St, Red Lake, North Region

Compensation Group:

Ontario Public Service Employees Union
Understanding the job ad - definitions

Schedule:

6

Category:

Consulting and Planning

Posted on:

Tuesday, May 12, 2020

Note:

- E-ND-149291/20

How to apply:

1. You must [apply online](#).
2. Your cover letter and resume combined should not exceed five (5) pages. For tips and tools on how to write a concise cover letter and resume, review the [Writing a Cover Letter and Resume: Tips, Tools and Resources](#).
3. Customize your cover letter and resume to the qualifications listed on the job ad. Using concrete examples, you must show how you demonstrated the requirements for this job. We rely on the information you provide to us.
4. Read the [job description](#) to make sure you understand this job.
5. OPS employees are required to quote their WIN EMPLOYEE ID number when applying.
6. If you require a disability related accommodation in order to participate in the recruitment process, please [Contact Us](#) to provide your contact information. Recruitment Services staff will contact you within 48 hours.

Please be advised that the results of this competition may be used to form an eligibility list of qualified candidates to potentially fill future vacancies represented by the Ontario Public Service Employees Union (OPSEU). In accordance with the Collective Agreement, eligibility lists are shared with OPSEU representatives. By applying to this competition, you are providing consent that your name may be shared with OPSEU representatives.

All external applicants (including former employees of the Ontario Public Service) applying to a competition in a ministry or Commission public body must disclose (either in the cover letter or resume) previous employment with the Ontario Public Service. Disclosure must include positions held, dates of employment and any active restrictions as applicable from being rehired by the Ontario Public Service. Active restrictions can include time and/or ministry-specific restrictions currently in force, and may preclude a former employee from being offered a position with the Ontario Public Service for a specific time period (e.g. one year), or from being offered a position with a specific ministry (either for a pre-determined time period or indefinitely). The circumstances around an employee's exit will be considered prior to an offer of employment.

Remember: The deadline to apply is **Wednesday, May 27, 2020 11:59 pm EDT**. Late applications will not be accepted.

We thank you for your interest. Only those selected for further screening or an interview will be contacted.

The Ontario Public Service is an inclusive employer.
Accommodation is available under the [Ontario Human Rights Code](#) .