



# ESDILAGH DEVELOPMENT CORPORATION

VIA: ?ESDILAGH FIRST NATION

#4-423 Elliot Street, Quesnel B.C V2J 1Y6

Phone: (250) 991-6000 Fax: (250)747-3920

## Employment Opportunity Manager - Esdilagh Development Corporation (full-time)

The ?Esdilagh Development Corporation, solely owned by ?Esdilagh First Nation, situated along the East and West sides of the Fraser River between Williams Lake and Quesnel in Central British Columbia. The ?Esdilagh Development Corporation has been in business since 2016 and operates a variety of economic development initiatives within ?Esdilagh territory.

The Esdilagh Development Corporation is seeking a **Manager** to administer the strategic and operational aspects of the business interests. The Manager will handle day-to-day business activities of the Esdilagh Development Corporation and will report to the Board of Directors.

### Responsibilities:

- Day-to-day management of the EDC corporate business affairs
- Execute the EDC Economic Development Strategic Plan (2019)
- Facilitate the development and implement the long-term Economic Development Plan
- Seek business opportunities within the Esdilagh Caretaker Area
- Maintain corporation filings and ensure that business processes are functioning
- Develop and maintain effective working relationships, joint ventures and partnerships with stakeholders
- Project manage a variety of business activities within the corporation
- Evaluate and assess potential business ventures for Board of Directors

### Qualifications:

- Degree in Business Administration or Commerce or a related equivalent area of study. Master's Degree preferred
- Minimum 5 years of senior management experience in a similar role
- Strong financial, project management, analytical and strategic development expertise
- Demonstrated track record in business development achieving strong revenue and profit growth
- Knowledge of Esdilagh First Nation and the Tsilhqot'in Nation and/or experience working with an Indigenous Government is an asset

Please submit a cover letter and a resume attention: Shamma Cawston, Corporate Administrative Assistant, to [scawston@esdilagh.ca](mailto:scawston@esdilagh.ca).

Closing Date: February 14, 2020