



The Town of Smiths Falls  
is seeking a  
**MANAGER OF ECONOMIC DEVELOPMENT & TOURISM**

The Town of Smiths Falls is a vibrant, progressive single tier municipality with a population of 9,000 and growing. One of Eastern Ontario's most scenic communities, we are centrally located within an hour of Ottawa, Kingston, Brockville and the US border.

The Town prides itself on delivering high quality, affordable and relevant services that contribute to an unsurpassed quality of life. Smiths Falls features beautiful heritage buildings, two theatres, a charming downtown, and world-class museums and recreational facilities. Enjoy our thriving cultural scene with live music, foodie finds, a local brewery, and dozens of community events – all at the heart of the Rideau Canal, Ontario's only UNESCO World Heritage site and a gateway to the region's abundant lakes and waterways. Smiths Falls is also home to the largest cannabis producer, Canopy Growth Corporation, on the planet.

Reporting to the Chief Administrative Officer, this key leadership position is responsible for developing and implementing programs and services that will expand the economy of the community, further enhance the Town from a creative economy perspective, develop the community from a lifestyle standpoint to encourage residential growth, provide local employment opportunities, and strengthen the tax base of the Town.

The ideal candidate will have a degree or diploma in business administration, marketing or economic development or an equivalent combination of education, training and experience. Economic Development Certification is preferred.

Related work experience includes a minimum of five (5) years preferably in a municipal or economic development corporate environment. The successful candidate must possess excellent leadership, communication, problem solving, financial, administrative and organizational skills.

If you are looking for a rewarding career in a growing community and wish to make a difference as a key member of the senior management team, we want to hear from you! Send us a confidential cover letter and resume **by May 10, 2021, at 12:00 p.m.** to:

Brenda Martineau  
Human Resources Advisor  
by email to: [bmartineau@smithsfalls.ca](mailto:bmartineau@smithsfalls.ca)

The Town of Smiths Falls is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance. Only those under consideration will be contacted. Information is collected for the purpose of job selection under the authority of the Municipal Freedom of Information and Protection of Privacy Act.

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