EMPLOYMENT OPPORTUNITY

Community Development Advisor

The ideal candidate will possess the following:

* A post-secondary degree or diploma in business, commerce, or finance;
* Experience in business loan management, including the preparation of security documents and knowledge of the Personal Property Security Act is an asset;
* A minimum of three years of experience providing business counselling, financial analysis, and business plan assessment or equivalent;
* The ability to problem-solve and detail oriented;
* The ability to work independently or as part of a team while consistently presenting a professional attitude and demonstrating excellent interpersonal skills, sound judgment, and strict confidentiality;
* Proficiency in various computer software programs including MS Office and the ability to learn loan management systems;
* Strong presentation skills and the ability to liaise with relevant organizations;
* Knowledge of local economic trends, demographics, available business startup programming, and relevant small business services;
* Valid driver’s license and vehicle;

If this sounds like you, please email a resume and cover letter to the following:

Garry McKinnon

Executive Director

Atikokan Economic Development Corporation

[garry.mckinnon@atikokaninfo.com](mailto:garry.mckinnon@atikokaninfo.com)

Deadline for applications: 3:00 p.m., October 16, 2023

