

Job Title: Executive Director

Company: Hope Business and Development Society (AdvantageHOPE)

Location: Hope, Cascades and Canyons

Targeted Start Date: July 1, 2023

Schedule: Hybrid

Salary: 80K (Subject to experience)

Closing Date: Open Until Filled

Job Description:

AdvantageHOPE is seeking an experienced Executive Director to lead our destination development and marketing activities. The Executive Director will work closely with our team and stakeholders to maintain a strong organization and drive the growth of the tourism economy within Hope, Cascades and Canyons.

Responsibilities:

- Maintaining effective delivery of destination development and marketing activities
- Providing leadership and maintaining a strong organization
- Collaborating with local, regional, and provincial stakeholders
- Managing brand identity and integrity
- Develop plans and administer programs to promote industrial and commercial business investment
- Develop social and economic profiles to encourage industrial and commercial investment and development
- Review and evaluate commercial or industrial development proposals and provide advice on procedures and requirements for government approval
- Maintaining financial stability
- Providing support to the Board of Directors
- Overseeing visitor services team at the Visitor Centre

- Operations management, including seeking grants and funding sources
- Staff recruitment, interviewing and selection
- Effective communication with Board, District, Staff and Stakeholders
- Maintaining partnerships and relationships with marketing partners
- Preparing and presenting monthly and annual reports to various entities

Desired Qualifications:

- Supervisory/management experience
- Knowledge of governing Board of Directors organizational model
- Strong interpersonal and communication skills
- Excellent organizational skills
- Knowledge of the Hope, Cascades and Canyons tourism region
- Experience in the BC tourism industry and economic development
- Event planning and management experience
- Microsoft Office proficiency
- Valid BC driver's license and access to personal vehicle
- Ability to deal with diverse groups of people and interests
- Standard working hours of 40 hours per week (may vary)

If you are a motivated individual with a passion for tourism and economic development, we encourage you to apply for this exciting opportunity.

To apply, please send your resume and cover letter to operations@hopebc.ca