



## RECREATION

### EMPLOYMENT OPPORTUNITY

## Tourism & Economic Development Coordinator

The Town of Hay River is accepting applications for the position of Tourism & Economic Development Coordinator on a permanent full time basis.

#### **Duties Include but not limited to:**

- Promote tourism and devise tourist development initiatives/campaigns with the aim of generating and increasing revenue
- Develop and enhance the Visitors' Centre to stimulate tourism growth in order to produce economic benefits for the Town of Hay River
- Facilitate community economic development planning in order to identify and establish tourism and other economic development opportunities
- Identify opportunities for community tourism and economic development in order to develop sectors, projects and initiatives
- Secure funding for tourism and economic development activities and programs

#### **Desired Qualifications: (equivalencies will be considered)**

The Tourism & Economic Development Coordinator would normally attain the required knowledge, skill and aptitudes through completion of a post-secondary degree combined with over five years of direct experience in any of the following areas.

- Marketing & Public Relations
- Bachelor or Masters of Hospitality and Tourism Management
- Bachelor of Commerce, Economics or Management
- Strong knowledge of Hay River & geographic area within the Northwest Territories (NT) is desirable

#### **Compensation:**

- Salary is under review
- Annual housing allowance of \$500.00 per month
- The Town of Hay River offers a comprehensive benefits package

#### **Successful applicants will require Criminal Records Check**

Applicants must include a detailed resume and cover letter, which can be submitted in person or through email.

Attention:  
Town of Hay River  
adminofficer@hayriver.com

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[www.hayriver.com](http://www.hayriver.com)

**This job will remain posted until filled. Only applicants selected for an interview will be contacted.**