



Nicola Valley Growing communities one idea at a time. 2181 Quilchena Ave • Box 159 • Merritt, B.C. V1K 1B8 • Phone 250.378.3923 • [www.cfdcnv.com](http://www.cfdcnv.com)

Community Futures Nicola Valley is seeking a candidate to lead us into the future. Opportunities have opened the door for a forward-thinking, community-first individual to join us in “The Beautiful Nicola Valley”. The valley is home to four season adventures, surrounded by hundreds of lakes, providing the right individual a quality lifestyle as well as a career.

Please contact [CFNVChair@cfdcnv.com](mailto:CFNVChair@cfdcnv.com), should you have the work ethic, education and experience to take on the role of General Manager and lead this small office moving forward therefore making a positive impact on the community, the staff and the local population in the Nicola Valley (Merritt BC and area). With your assistance we can fill the CF vision and mandate of “To enhance and stimulate strong community based economic growth in the Nicola Valley by providing business and training services and participating in community economic development initiatives.”

Job Summary: Reporting to the Board of Directors, the General Manager is the operational leader of the Nicola Valley Community Futures organization and responsible for achieving the vision of growing the community one entrepreneur at a time. Full job description will be provided on request to qualified applicants only.

#### **Competencies & Qualifications:**

- Degree in business or relevant field and 5+ years of management experience;
- Demonstrates a successful history of planning, developing, implementing, and evaluating programs;
- Proven decision-making skills while under pressure of tight deadlines, competing priorities and viewpoints;
- Excellent written and oral communications skills including effective oral presentations;
- Excellent organizational skills including the abilities to manage time, multitask and prioritize;
- Strong supervisory ability to coach and manage a team including hiring, assigning, and reviewing work, and mentoring, and developing employees;
- Proven business acumen and financial management of the loan funds and operational resources;
- Ability to develop and implement marketing and strategic planning;
- Knowledge of Community Futures, policies, regulations, and reporting and accounting requirements are assets;
- The ability to reach out in person, meet, connect and establish strong connections with the current business community;
- Join, interact and attend community groups, so to push out the CF message to educate and connect with stakeholders in the community: and
- Computer skills: (MS Office programs, Sage, social media), clean CRC, valid driver license

The General Manager Position will remain open until such time as an applicant has been selected. All qualified applicants will be contacted. Benefits package and salary to commensurate with qualifications. Provide 3 references with resume and cover letter to [CFNVChair@cfdcnv.com](mailto:CFNVChair@cfdcnv.com)