

Community Futures Centre West (CFCWest) is seeking a **Business Development Advisor**, a business professional who can add an innovative perspective to economic growth in a rural environment.

### **We Make Business Dreams Happen in Rural Alberta.**

CFCWest supports the growth and innovation of rural Alberta business. Through the delivery of highly effective business programs, training, loans, and expert business advisory services, we guide entrepreneurs, small and medium-sized enterprises to open doors and gain a foothold in their rural communities and beyond.

You inspire dedication and commitment to excellence. Your organizational skills and applied knowledge of lending and investment processes are second to none. As an influencer, you know how to build alliances and relationships to engage clients and meet the needs of other important stakeholders throughout the region. You are a self-starter and are able to work independently in a semi-virtual and flexible work environment.

### **Our Wish List**

- Superior relationship building and interpersonal skills;
- Refined listening, collaboration, problem-solving and decision-making skills;
- Polished business acumen with strong written and verbal communication skills;
- Proven knowledge of commercial lending, solid understanding of financial analysis and past collections experience is desired;
- Post Secondary degree in Business/Finance and/or a combination of experience in Business Counselling and/or Lending.
- A self-starter who is able to work with limited supervision
- Strong working knowledge of Office 365, Outlook and other online programs such as Zoom, Skype or Teams;
- Must have a valid Class 5 Drivers License and be willing to travel throughout the CFCWest region.

**The successful candidate will already live within the Calgary region and be legally eligible to work in Canada. International applications will not be accepted.**

If you think you're a strong candidate for this role, please tell us why in your cover letter and what your remuneration requirements are. To request a detailed Terms of Reference for this position please indicate that in your cover letter.

Although this competition will remain open until a suitable candidate is found, the application process closes August 31 at midnight. Candidate selection will begin after this time.

We thank all applicants for considering this exciting opportunity with Community Futures Centre West. We advise that only those candidates selected for interview will be contacted.

*Community Futures is committed to attracting, engaging, and developing a diverse and inclusive workforce. As well, your privacy is important to us – please rest assured that all applications will remain confidential at all times. We do not retain candidate profiles or resumes.*

***\*All information sent to CFCWest is collected in compliance with section 33 (c) of the Freedom of Information and Protection of Privacy (FOIP) Act.***