

Position Profile

Managing Director, Alberta

Calgary or Edmonton, Alberta

The Opportunity

About

As Alberta's leading investment attraction and promotion agency, Invest Alberta Corporation (IAC) is dedicated to driving economic growth and fostering a business-friendly environment. IAC attracts high-impact, high-value investments by building on Alberta's strengths and competitive advantages to create and win opportunities that make Alberta's economy the most dynamic in North America. IAC strives to create a client and employee experience that aligns with our values; accountable, solution-minded, collaborative, trustworthy, and inclusive. By joining IAC, employees become part of a community of passionate service-oriented people who embody Alberta's entrepreneurial spirit.

Position Overview

As a member of the Invest Alberta Corporation (IAC) leadership team, reporting to the Chief Operating Officer, you'll collaborate with team members within Alberta and regions beyond to foster business success for the province. You will ensure that IAC's Alberta business development team effectively coordinates across all service delivery models and ensures strong connections with our regional business development teams worldwide. You will actively manage a team that builds awareness and provides exceptional client service delivery. You will serve as a representative in advancing and upholding the reputation of the Corporation with key decision makers and policy influencers, acting in accordance with IAC's values and vision.

The ideal candidate must currently reside in Alberta and have experience in foreign direct investment and the Alberta business and investment landscape, as well as a working knowledge of the Alberta value proposition.

Responsibilities

Business Development

- Advancing IAC's investment objectives and leading the Alberta-based business development team towards successful completion of key objectives.
 - Supporting staff in obtaining, preparing, and communicating relevant information on evolving political, economic, technological, and socio-cultural landscape of Alberta.
 - Encouraging the participation of regional representatives in major events likely to increase general cooperation and partnerships and foster commercial developments and exchanges between the region and Alberta businesses and agencies.
 - Lead the team in the creation of value propositions for the key sectors within Alberta that lead to targeted business development campaigns globally.
-

-
- Providing leadership, strategic direction, and coordination for the Alberta team to increase awareness of Alberta industries and promote opportunities in IAC's priority sectors.
 - Working closely with all IAC team members, partners, and stakeholders to create and execute a cohesive investment attraction strategy.
 - Proactively leading a team of experts promoting investment to Alberta that are identifying and building relationships with business entities and investors within Alberta.
 - Supporting initiatives and objectives of IAC by:
 - gathering and disseminating information and regional market intelligence on agreed upon priority sectors.
 - building knowledge of trends and opportunities in the local economy, and
 - establishing local contacts and providing introductions to appropriate stakeholders.
 - Developing and maintaining collaborative and consultative relationships and networks with senior representatives of Invest Alberta, the private sector, and stakeholder organizations with interests in Invest Alberta's mandate.
 - Coordinate regional staff and associated resources to host incoming delegations of companies, business associations, municipalities, or other economic agencies from and to Alberta.
 - Provide appropriate levels of in-market follow-up to support the efforts of Alberta companies and other economic agencies to develop ongoing business relations or partnerships in the region.
 - Be connected with Alberta ecosystems (associations, consortiums, PSIs, tech, business groups, etc.)
 - Represent IAC in Alberta and attend events, meetings, discussions, etc.
 - Display business acumen by using limited information to make strategic decisions that align with organizational goals and stakeholder expectations.

Team Leadership

- Function as a resource to the entire Invest Alberta team.
- Lead, guide, direct, and evaluate the work of the team.
- Provide ongoing coaching, mentorship, and training to direct reports.
- Manage issues with a solutions-oriented mindset.
- Creation and management of departmental budgets.
- Ensuring effective use of IAC's CRM system to share our activities and tell our story.
- Drive positive outcomes and lead the team through the sales process by:
 - Ensuring the team has the skills needed to support leads and close files
 - Setting and monitoring sales performance and addressing issues when necessary
 - Fine-tuning the sales process end to end
 - Completing sales reports and other administrative work
 - Addressing customer service issues that need to be escalated
 - Helping the team negotiate and close deals
- Maintaining a strategic view of organizational mandates while ensuring team accountabilities are met.
- Providing the tools needed for staff to successfully perform in their roles.
- Providing support to team members in reaching team and individual objectives.
- Other duties as required.

Competencies

Accountable: Takes responsibility for the success and challenges of the team's business development initiatives. Holds themselves and their team members accountable for delivering high-quality work on time. Learns from mistakes and seeks continuous improvement. Acts as a brand ambassador and ensuring brand reputation is upheld internally and externally. Ensures all communication is clear, consistent, and aligned with the organization's standards and objectives. Acts without needing to be prompted, showing a strong drive to achieve and excel.

Solution-Minded: Uses creativity and ingenuity to meet the needs of internal and external stakeholders. Adjusts strategies and approaches in response to changing circumstances, priorities, or feedback. Demonstrates resilience and maintains effectiveness when faced with ambiguity or unexpected challenges. Works to prevent and solve problems which may arise from working relationships among individuals and/or teams.

Collaborative: Champions a business partner approach when working with internal and external stakeholders. Ensures to seek to understand different perspectives and tailors' approach and messages to address concerns and interests. Builds and maintains strong relationships by delivering value and responsiveness.

Trustworthy: Approaches relationships with openness, honesty, reliability, and clarity. Achieves high-performance through high-quality relationships and high-quality work. Empowers, supports and encourages team members to contribute their personal best. Acts with transparency, ensuring clients and stakeholders are clear on IAC's processes, abilities, and expectations. Handles confidential information and data carefully with adherence to privacy.

Inclusive: Engages, welcomes, and values a diverse range of people, perspectives, and communities. Strives to understand different viewpoints and interests. Proactively seeks out new ideas, trends, and tools to enhance business development efforts. Develops effective messaging for international clients and audiences.

Qualifications

- Bachelor's degree in related fields of study.
- Ideally, a minimum of 15 years in client relationship management, professional services, business development, and team leadership.
- Strong leadership capabilities.
- Excellent relationship management skills while keeping organizational objectives top of mind.
- Superior written and verbal communication skills.
- Demonstrated creativity, problem solving, and critical thinking abilities.
- Strong negotiation skills.
- Ability to work with technological applications relating to daily tasks.
- Willingness to work at odd times to support the international nature of the work.

How to Apply

Interested in being a part of a new, dynamic organization that was designed to have a positive impact on Alberta's future? If you are looking for an exciting and unique opportunity, to make a difference, and make connections while earning a competitive salary with comprehensive benefits, apply by email, including a cover letter, resume, and salary expectations to:

hr@investalberta.ca

Closing Date: Open until a suitable candidate is found.

Thank you for your interest in IAC.

Only those candidates selected for interviews will be contacted. No phone calls please.
To learn more about IAC & this position please visit: investalberta.ca