

JOB POSTING

Economic Development Analyst

It is our strong preference to hire someone with experience living and working in Indigenous communities. We encourage applicants to share their level of experience in this regard during the hiring process (resume/cover letter/interview).

Who We Are

Barkley Project Group (BPG) is a small consulting firm specializing in project management services for community-owned clean energy and economic development initiatives.

Our head office is in Nanaimo, BC and our clients include more than 30 First Nations communities in British Columbia and Yukon. We work with communities to navigate the entire value chain of project development, from ideation to operations. We are passionate about the work we do, and we are grateful for the opportunity to work with communities as they pursue a thriving sustainable future for their citizens.

We focus on a community-centric approach, advocating for community control and ownership of their resources and projects. We also have a 15-year track record of success in securing government funding and commercial finance to support projects both large and small.

Our team is diverse, multidisciplinary, and welcoming. Our company values are: Respect, Integrity, Trust, Innovation, Happiness, and Humour.

Job Summary

We are seeking a talented and entrepreneurial individual to join our Project Development Team in the role of Economic Development Analyst. This individual will be responsible for providing high quality professional services to support Barkley's expanding economic development consulting business.

The objective of your work will be to support our clients in identifying, planning, and launching successful new economic development projects that translate resource and cultural wealth into long-term, sustainable economic development and improved quality of life for community members.

The start date of the position is flexible.

We offer flexible remote work arrangements but also encourage employee interaction at our Nanaimo office. We are operating a hybrid team, you will be expected to report to our head office for three days a month with our Development Team. Travel to communities across Canada may be required.

This position reports to the Development Team Lead and includes opportunities for advancement, career growth, learning, and camaraderie.

Key Tasks and Responsibilities

- Listen to communities and integrate priorities into actionable recommendations and initiatives
- Conduct primary and secondary market research in renewable energy, construction, tourism, agriculture, retail, and other sectors
- Conduct financial analyses and develop financial models that support business planning
- Develop community engagement materials for economic development projects
- Gather information and data from communities and stakeholders
- Write business and economic development plans
- Assist in the advancement of project proposals, including grant writing and reporting
- Liaise with communities, technical teams, government agencies, and stakeholders throughout all project stages
- Support technical specialists to identify renewable energy and other project opportunities
- Coordinate tasks to ensure quality, consistency, and the completion of deliverables
- Maintain clear records of the tasks, activities, and details of your work
- Adhere to all Company policies and procedures, including safety
- Contribute ideas, energy, and personal commitment to help foster a positive and rewarding work environment, and to help maintain and grow a successful, innovative, high-quality project management consulting practice at Barkley Project Group

Qualifications

- Must be passionate about working with Indigenous communities in Canada
- Must be compassionate and a good communicator
- Previous experience developing business or economic development plans is essential
- Previous experience in the sustainability or renewable energy sectors is an asset
- Experience building a business, organization or initiative is an asset
- Must have excellent writing skills
- Must have excellent excel modelling skills
- Must be trustworthy and able to trust your team
- Must be respectful and have integrity
- Must have a sense of humour
- Must have good time management skills and be a self-starter
- Must have excellent problem-solving and critical thinking skills, and the ability to multi-task

Contact

Please send your resume and a short cover letter describing why you are interested in the position to Nigel Moore nigel.moore@barkley.ca