



Alberni-Clayoquot Regional District

Asset Management & Grant Coordinator

The Alberni-Clayoquot Regional District (ACRD) is currently recruiting for a permanent full-time Asset Management and Grant Coordinator to join their team of professionals. Under the direction of the Chief Financial Officer, this position is responsible for the management of the ACRD's Asset Management Program. This position will lead the maintenance of corporate asset management policies and procedures as well as strategic objectives to ensure decision making across the ACRD is consistent, sustainable and measurable. This position is also responsible for sourcing, applying for and administering all grant funding programs for the Regional District.

The Alberni-Clayoquot Regional District is situated in the heart of Vancouver Island. It includes the municipalities of Port Alberni, Tofino, and Ucluelet and the Treaty Nations of Huu-ay-aht, Uchucklesaht, Yuułuʔiłʔatḥ, Toquaht and six electoral areas, all-encompassing the West Coast's most dramatic and majestic landscapes.

A copy of the job description and qualifications for this position can be viewed on the Regional District's website at www.acrd.bc.ca/jobs. The successful candidate will be required to be a member of CUPE Local 118 (Alberni-Clayoquot Unit). The rate of pay will be \$43.05 (2021 rates) per hour plus benefits based on a 35-hour workweek.

Qualified applicants are invited to forward their application by 4:30 pm on Thursday, November 25, 2021 to:

Teri Fong, CPA, CGA, Chief Financial Officer

E-mail: recruitment@acrd.bc.ca

Please submit your application (cover letter and resume) as ONE pdf document only.

We thank all applicants in advance for their interest, however; only those under consideration will be contacted.