

JOB TITLE Coordinator Economic Development	CLASSIFICATION Band 8	REPORTS TO Manager Economic & Place Development
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WHAT WE TRUST YOU TO DELIVER



- Co-ordinate the Economic Development team at Council, planning and supporting activities to meet the changing, emerging, and diverse needs of Stonnington's business community through service planning, coordination, information, and partnerships
- Initiate, develop, and manage projects that support and enhance opportunities for business development, encouraging sustainable growth of the visitor economy, increasing the economic and social benefits within the Municipality
- Develop and support programs and activities that will facilitate business establishment and growth at the City of Stonnington, enhancing its identity as a visitor destination
- Design innovative, strategic plans that support the establishment and growth potential of business sectors and commercial precincts across the municipality
- Collaborate with the Placemaking Coordinator to identify, encourage and support business connections with place activations to ensure economic alignment and impact for our activity centres
- Manage and lead the business concierge service, ensuring the experience for business is as smooth as possible
- Lead a multi-faceted team to develop and action projects with a creative approach to promoting and developing economic programs for the City of Stonnington which will enhance business retention, expansion, and attraction, providing excellent customer service

WHAT YOU'LL NEED TO THRIVE



- Significant and demonstrated experience in economic and business development, visitor economy, and destination marketing.
- Understanding and experience of a place-led approach to economic development
- Proven track record in advocacy, and developing effective networks with internal stakeholders, government bodies and private investors/developers
- Excellent understanding of the political context of programs in the economic development and visitor economy fields
- Demonstrated experience with sourcing and using data to assist with economic modelling, forecasting and analysis
- Excellent interpersonal and networking skills
- Commitment to working collegially and effectively with all stakeholders – internal and external
- Experience leading multi-disciplinary teams to facilitate successful cross-organisational and multi-organisational projects
- Highly effective communication and collaboration skills with proven ability to influence and negotiate on specialist issues
- Effective relationship building strategies for gaining buy-in and support from key stakeholders to deliver successful outcomes
- A tertiary qualification in Economic Development, Business, Commerce, Economics (or related discipline)

WHAT WE'LL DO TO SUPPORT YOU



- Provide a safe and welcoming environment where you will be encouraged to innovate and embed new ways of working.
- Deliver opportunity for genuine engagement and collaboration across all levels of the business.
- Commit to your long-term growth and career development.
- Provide access to our Executive Team to share ideas and make a positive difference across the organisation.

WHERE YOU FIT IN AND THE DIFFERENCE YOU CAN MAKE



VISION Council will be an inclusive, healthy, creative, sustainable, and smart community
VALUES Cooperation, Change and New Ideas, Learning, Achievement, Communication & Accountability.

OUR CAPABILITY FRAMEWORK OUTLINES THE BUILDING BLOCKS WE USE TO DEVELOP OUR ORGANISATION AND PEOPLE



CAPABILITY	Project Management	Change	Communication	Good Governance	Achievement
LEVEL	3	3	3	3	3
CAPABILITY	Leadership Impact	Decisiveness	Agility	Care	Growth Mindset
LEVEL	3	3	3	3	3