

SOUTH PEACE ECONOMIC DEVELOPMENT COMMISSION

“FOCUSING ON THE FUTURE”



REQUEST FOR EXPRESSIONS OF INTEREST

For an

Economic Development Coordinator

The *South Peace Economic Development Commission* is seeking the services of a contract consultant to coordinate the activities and projects of the *South Peace Economic Development Alliance*.

The *Commission*, established by bylaw of the Peace River Regional District works through the *Alliance*, which is perceived to be the greater collection of economic development agencies and initiatives supporting economic development throughout the south peace.

The *Commission* is prepared to enter into a 3 year contract with not less than 600 hours of economic development coordination service per yer. Coordination service will include the day to day business activities of the Commission, coordination of the activities and projects, and meeting the objectives of the South Peace Economic Development Business Plan.

Those individuals interested in submitting an expression of interest should review the South Peace Economic Development Business Plan and the Economic Development Coordinator Job Responsibilities, available at www.southpeacebc.ca.

The expression of interest should include:

- your qualifications in the field of economic development and related activities including previous experience;
- administrative and project coordination experience;
- list of available office equipment and communication connections;
- a list of your previous achievements in the field with suitable references;
- your detailed all inclusive hourly price to provide 600 hours of coordination services per year for 3 years.

Interested parties should submit their *Expressions of Interest* by 2:00 pm May 20, 2011
“in confidence” to:

Fred Banham
Acting Administrator for the
South Peace Economic Development Commission
P. O. Box 810, Dawson Creek, BC, V1G 4H8

If you require further information in regard to our expectations, **please contact Fred Banham at**
Fred.Banham@prrd.bc.ca or (250) 784 – 3200.



Area “D” and
Area “E”

