



Manager, Economic Development
Infrastructure, Planning, and Growth/Economic Development
File #25-P-110

Located on the Trent-Severn Waterway in the heart of the Kawartha tourism region, Peterborough is a unique community known for its exceptional quality of life and beautiful setting. Peterborough has it all – a multitude of recreational opportunities, a diverse industrial, commercial and agricultural base, quality health care and excellent schools – including two outstanding post-secondary institutions. Peterborough is just one hour from the Greater Toronto area.

Job Details

The Manager of Economic Development plays a critical leadership role in building a robust, inclusive, and future-ready economy for the City of Peterborough. Reporting to the Director, Economic Development, the Manager lead initiatives across business retention and expansion, investment attraction, and strategic marketing, all while working cross-departmentally with Planning, Engineering, Tourism, and other divisions to support integrated economic growth.

Manages the development and delivery of key economic development programs, collaborating closely with internal departments and external partners to deliver results that strengthen Peterborough's business ecosystem, grow the tax base, and support long-term strategic objectives.

Qualifications

- Requires a university degree in Business, Commerce, Urban Planning, Economic Development or related field and 5-7 years of progressive economic development experience, including management experience, ideally in a municipal setting. Master in Economic Development an asset. Economic development certification (Ec.D., CEcD) is an asset.
- Strong understanding of economic development principles, municipal operations, infrastructure planning, zoning, and site readiness, with expertise in investment attraction, BR&E, marketing, and policy development.
- Proven leadership, management, administration, and team-building skills are required to effectively direct staff, consultants, and contractors.
- Demonstrates excellent planning, organization, forecasting, financial/budget management, internal customer service, and tender/contract administration skills.
- Possesses advanced report writing skills to prepare formal analyses and recommendations, with the ability to synthesize data, develop insights, and provide strategic recommendations.
- Requires well-developed communication, facilitation, negotiation, and public relations skills to build effective internal and external relationships.
- Exhibits superior communication, interpersonal, and conflict resolution skills, capable of creative problem-solving, managing change, gaining cooperation, and building confidence.
- Maintains a creative and innovative focus on continuous improvement, demonstrating flexibility and the ability to anticipate trends while comfortable with ambiguity and evolving priorities.

- Demonstrated expertise with a variety of software applications, including collaboration, word processing, spreadsheets, presentation, and database applications.
- Requires a valid Ontario Class 'G' driver's license and access to a reliable vehicle to fulfill the requirements of the position. Must be able to work extended hours to attend evening meetings, as required.

Salary: \$124,072 - \$135,619

Application Information

Qualified applicants are invited to submit **1 file** containing a résumé and cover letter (ensure your name is in the title of the document), **quoting file number 25-P-110** on the file as well as in the subject line, no later than 11:59 p.m (Midnight) on **October 17, 2025**, to, recruiting@peterborough.ca

The City of Peterborough is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the City's goods, services and facilities. If contacted for an employment opportunity, please advise People & Culture if you require an accommodation.

The personal information submitted for employment is collected under the Freedom of Information and Protection of Privacy Act and will be used to determine eligibility for employment. We thank you for your application but advise that only those selected for an interview will be contacted.

www.peterborough.ca/jobs