



DIRECTOR, STAKEHOLDER RELATIONS & STRATEGIC PROJECTS

Toronto Global is a not-for-profit investment attraction agency that supports the expansion of foreign-owned businesses to the Toronto Region. We represent the Cities of Toronto, Mississauga and Brampton, as well as the Regions of Durham, Halton and York, and work closely with the Province of Ontario, the Government of Canada and our municipal partners to offer complimentary and customized services to growing international companies.

We assist companies by developing market research and intelligence that supports their decision-making, and by facilitating connections to assist with the establishment of operations in the region. Toronto Global actively promotes the competitive advantages of the Toronto Region as an ideal location for corporate expansions.

PURPOSE OF THE ROLE:

Reporting to the EVP, Business Strategy & Stakeholder Relations, the Director, Stakeholder Engagement and Strategic Projects will contribute to Toronto Global's mission by managing the execution of a stakeholder engagement strategy with our municipal, provincial and federal funding partners. The role will involve working with staff, the CEO as well as the Board of Directors to ensure alignment at the political and operational level with our funding partners and stakeholders. The position involves building and strengthening stakeholder relationships and strategic partnerships with external groups in the region along with building external support for the organization. This will involve mapping, developing, evaluating and implementing a variety of stakeholder engagement policies, programs and projects that support the organization's ability to work seamlessly with its partners to attract foreign-owned businesses to the Toronto Region. The role will enhance the organization's contribution to broader thought leadership and regional economic development goals and initiatives with key organizations across the region. The Director will create and oversee cross-departmental relationships and play a key leadership role by helping prioritize and align business strategies, leading or supporting strategic cross-functional/multi-stakeholder projects and initiatives, and leveraging and streamlining stakeholder communications to achieve the organizations strategic priorities.

POSITION SUMMARY:

- + Provide expertise and insight to the CEO, EVP, Business Strategy & Stakeholder Relations, VP, Investment Attraction and Director, Marketing and Communications;
- + Seek regular input internally on stakeholder engagement to ensure alignment to core organizational objectives;



- + Represent Toronto Global's interests in relevant stakeholder-led initiatives and be a critical leader in the enhancement of Toronto Global's status within the external stakeholder community across the Toronto Region.

RESPONSIBILITIES:

- + Develop and maintain an integrated and streamlined stakeholder engagement strategy for the organization by undertaking regular stakeholder mapping to review, prioritize and leverage existing stakeholders and points of interaction
- + Plan and lead the implementation of an internally integrated stakeholder engagement approach that supports cross-departmental communication and streamlines stakeholder interactions to improve and enhance the perceptions and experiences of funders, service providers and other key strategic partners
- + Lead the development, implementation and evaluation of strategic, tactical and operational stakeholder engagement plans, programs, projects and thought leadership initiatives to align with the organization's vision, goals and direction
- + Lead and support specific stakeholder outreach initiatives, dialogue and other forms of engagement to understand key concerns and issues as well as assets and contributions of partners/potential partners to inform review and enhancement of engagement plans
- + Develop and maintain strong internal and external relationships to exchange information with departments, funders, and other partners and stakeholders to inform strategic and operational decisions related to programs and services and advance thought leadership with respect to Toronto Global and the opportunities across the Toronto Region for enhanced engagement and participation in the broader business community
- + Advise Senior Executives on engagement status, strategies and emerging issues to support strategic decision processes and major or critical issues response
- + Identify opportunities for new partnerships, joint-projects, and/or partner programs that advance organizational objectives and client engagement
- + Working with the marketing and communications team and third-party service providers to develop communications materials and innovative outreach programs to support engagement with external stakeholders

- + Develop metrics and/or critical success factors to evaluate the value of partnerships and stakeholder engagement activities across the organization
- + Identify and secure appropriate funding sources to support stakeholder engagement and strategic project initiatives

REQUIRED SKILLS

- + Minimum of 5 years' experience as a skilled and effective stakeholders' relations or partnerships equivalent expert
- + Excellent analytical skills and judgment to interpret and assess information, determine significance and relevance, identify risk and opportunities, and recommend tactics and outreach initiatives
- + Excellent facilitation, presentation, oral communication and listening skills
- + Project management skills to lead, develop, plan, implement, monitor and evaluate projects; contract management skills to manage various relationships
- + Excellent written communication skills to write clear, concise documents such as reports, consultation papers, and briefing notes
- + Demonstrated ability to manage competing demands and tight timelines
- + Strong consulting and problem-solving skills to provide expert assistance, advice and guidance to partner agencies
- + Exceptional interpersonal, collaboration and relationship management skills to interact effectively as a team member, as well as build and nurture effective working relationships with partner agencies, municipalities, Economic Development Officer's, various external stakeholders
- + Proven leadership skills with the ability to foster cooperation, build consensus, gain support and influence decision making and outcomes
- + Proficiency in full suite of Microsoft Office products
- + Completed post-secondary education with a focus on business, commerce or economic development required;
- + Energetic self-starter who enjoys working in a fast paced, team-oriented environment;
- + Excellent time management and prioritization skills allowing the successful candidate to manage multiple projects while anticipating shifts in priorities
- + Strong attention to detail, time management, and organization skills with the ability to meet deadlines
- + A passion and commitment for the Toronto Region and building its profile across multiple platforms at the municipal, provincial and federal level.
- + An appreciation and understanding of the global economic and business climate



Interested candidates should please send their resume and cover letter to lsutherland@torontoglobal.ca.

Toronto Global is committed to Accessibility for Ontarians with Disabilities Act (AODA) and providing accommodation in its recruitment processes to applicants with disabilities, upon request. If you require accommodation at any time during the recruitment process, or have any questions regarding accommodation, please email Human Resources at careers@torontoglobal.ca. All accommodation requests will be kept strictly confidential.

We sincerely thank all applicants for their interest in this position; however only those candidates selected for interviews will be contacted.