

About SREDA

Founded in 1992, the Saskatoon Regional Economic Development Authority (SREDA) works with the City of Saskatoon, Regional Municipalities, and over 100 private sector members to strengthen and grow the Saskatoon Region economy.

SREDA's role is to assist entrepreneurs starting and expanding their businesses, develop Indigenous economic reconciliation strategies, support the rebound and growth of local businesses and coordinate effective collaboration to encourage growth across the Saskatoon Region.

SREDA's vision is to be the foremost and inspirational contributor to a growing economy where all people thrive. Over the past six years SREDA has won multiple awards in recognition of its achievements. SREDA has a strong leadership team and an experienced Board comprised of political and business leaders from the Saskatoon Region. This is your opportunity to join this exceptional team and further develop your career in a growing and dynamic organization.

About the Position

SREDA is seeking a highly motivated, resourceful individual to assume the role of Advisor, Entrepreneurship. Under the direction of the Manager, Entrepreneurship, this individual will be a trusted expert helping entrepreneurs and small business owners in starting, running and growing a business in Saskatchewan. This includes building relationships and engaging with key stakeholders in Regina and area to help develop the entrepreneurship ecosystem and raise awareness of the Square One program in the region, while contributing to the overall economic success of Saskatchewan businesses.

The Advisor, Entrepreneurship is responsible for the following:

- Assist entrepreneurs in their search for programs, services, funding and regulations throughout all stages of business from ideation all the way to growth and succession
- Provide ongoing business coaching with sound direction and solutions to help ease the entrepreneurship process and keep businesses resilient
- Actively seek collaborative opportunities by working with key partners and small business service providers
- Consistently connect with partners in the entrepreneurial ecosystem to build awareness of Square One programs and services
- Inspire, educate and coordinate online and in-person presentations of business information services and events
- Understand and keep up-to-date with the latest business trends (regional, national and global), regulations (municipal, provincial and federal) and local ecosystem needs
- Provide insight on entrepreneur and ecosystem needs in Regina and area
- Lead the execution of new and existing entrepreneurship programs and services in Regina and area
- Contribute to monthly and quarterly reporting in addition to daily client interaction data entry and records maintenance
- Some travel throughout southern Saskatchewan required on an as-needed basis
- Assist in special projects and other activities where needed within the organization

Qualifications:

- Direct experience in and/or understanding of the entrepreneurial ecosystem and small business in Saskatchewan
- Proven ability collaborating and building successful relationships with key external stakeholders
- Entrepreneurial mindset with the ability to see innovative solutions and create epic work
- Passionate about helping businesses succeed with a commitment to delivering an inclusive and excellent level of customer service
- Exhibit a high degree of initiative and agility, and thrive in a dynamic environment
- Excellent communication and interpersonal skills; organized, reliable and self-motivated
- Ability and desire to learn quickly (business regulations and processes, software, databases)
- Previous event coordination experience
- French language skills an asset
- Experience using WordPress and Microsoft Office, including Dynamics 365, an asset

Education and Experience

- Bachelor's degree in Business or a related field, or an equivalent combination of training/experience in small business and/or entrepreneurship
- 2-5 years' experience working in the entrepreneurship ecosystem

To apply for this position:

Interested candidates should submit their application in confidence to Erin Lawson, elawson@sreda.com.

Applications must be received no later than May 3, 2021. Please note only those selected for an interview will be contacted. Thank you for your interest.