Industry Development Manager

The Industry Development Manager will drive and lead the implementation of co-developed strategic plans to find sustainable solutions to further grow and strengthen the NL agriculture industry. The position reports directly to the Executive Director. To learn more about the Newfoundland and Labrador Federation of Agriculture (NLFA), please refer to our website at www.nlfa.ca

General Responsibilities

Board Governance:

- Assist with strategic planning and growth strategies, along with supporting the implementation, monitoring and evaluation of standards and performance measurables.
- Assist member organizations in bylaw development and dissemination that supports and guides the organization's mission and mandate as defined by the organization's bylaws and/or mission vision and values.

Stakeholder engagement:

- Maintain a high level of knowledge of economic development approaches, programs, and services and provide member organizations assistance in assessing appropriateness of programming and direction.
- Consult with member organizations to gain and share information concerning their growth, competitiveness strategies, etc.
- Establish, develop, and maintain effective working relationships with departmental staff, municipal employees and external stakeholders.
- Undertaking research and analysis in support of policy, legislative and regulatory initiatives
- Assist with planning and execution of industry development sessions as identified by membership organizations including funding applications and budgets.
- Track progress by identifying and establishing performance measurables to analyze the success of strategic development.
- Oversee and develop committees and working groups to work on identified industry challenges to establish development strategies.
- Review and disseminate memberships and assist with direction to increase memberships.
- Develop and assist with developing key messages and position statements.
- Drive collaborative, cross-functional behavior to amplify the impact of industry growth.
- Prepare and assist with budgets for strategic planning and funding applications.
- Experience providing advice and recommendations on complex subjects and issues.
- Developing and presenting evidence-based briefing material to the Executive Director, Executive and Board of Directors.

Other:

- Liaise with other NLFA staff as required.
- Provide content for media, social media and newsletters related to industry development and industry organizations.
- Other duties as assigned by the Executive Director.
- Travel required – Must have valid driver's license and access to a vehicle.

Professional Qualifications Required

- A University/College degree (preferably in Business Administration) or an equivalent combination of education and applicable experience.
- Previous experience and success in establishing relationships with individuals and organizations of influence including funders, stakeholders and volunteers within a not-for-profit organization.
- You are a big picture thinker and problem solver with a strong understanding of the NL Agriculture industry, Government and non-government policies and procedures.
- Experience and skill in working with a Board of Directors an asset including board experience.
- High level strategic thinking and planning. Ability to envision and convey the organization's
- strategic future to the staff, executive, board, members, volunteers and stakeholders.
- Works both independently and cooperatively in a team environment, while maintaining flexibility to adapt to the changing circumstances and priorities of a dynamic organization.
- A high level of attention to detail, accuracy and follow-up.
- Strategic planning experience will be considered an asset.
- Experience working on projects to develop new or amended regulations or legislation will be considered an asset.
- Strong financial management skills, including budget preparation, analysis, decision making and reporting.
- Able to work independently and meet deadlines.
- Strong proficiency in MS Office programs.
- High level of diplomacy and strong written and oral communication skills.
- Strong public speaking ability.
- Strong work ethic with a high degree of energy.
- All applicants must be legally entitled to work in Canada.

Compensation And Other Details

Job Type: Full-Time

Salary: Starting at $72,000 annually

Vacation: 2 weeks annual paid vacation plus paid public holidays, Christmas Holidays Dec 24 -Jan 2

Hours: 35 hrs/week

Benefits: Dental, Drugs, Extended Health Benefits, Hospital and Travel

Location and Environment: Western Newfoundland, office located in Corner Brook, hybrid position (office-home combination every week).

Expected Start Date: As soon as possible

How to Apply:

Email your resume ***and*** cover letter as PDF files to hiring@nlfa.ca, using "Industry Development Manager" as the subject line.

Deadline to apply: **Thursday, November 26, 2026**