Program Officer, Audience and Market Development

**Competition:** #3828TNF
**Salary Scale:** $62,374 to $75,250
**Status:** Term up to March 25, 2011
**Closing date:** September 14, 2009

**About the Canada Council for the Arts**
Join our team and play a role in supporting Canadian creativity. The Canada Council is a dynamic, highly-respected national agency with a mandate to promote the study and enjoyment of, and production of works in, the arts. We offer competitive salaries and benefit package. For more information about the Canada Council for the Arts, please visit our website at [www.canadacouncil.ca](http://www.canadacouncil.ca).

**About the role**
The Program Officer with the Audience and Market Development Office manages the Audience and Market Development Travel Grants program; manages the Grants to Agents, Managers and Artists’ Representatives in the Performing Arts program; initiates and contributes to the development of policies for the Council; provides information services and support to the artistic community; works to ensure access for Canadian arts professionals and arts organizations to Council programs and services; anticipates and responds to the developmental needs of the field; and performs other related duties.

**Basic requirements of the position**
- Completion of a university degree or equivalent professional practice in the field;
- Must possess skills in effective and responsible management of program budgets; time and priority management skills, analysis of financial data, project expenses, and financial statements from applicants;
- Five years' experience in the field and experience directly related to the principal responsibilities of the position;
- Advanced level (speaking and reading comprehension) and intermediate level (writing) in both official languages.

**How to apply**
Send the completed [Application for Employment form](mailto:application1@canadacouncil.ca) quoting the competition number listed above and a copy of your resume to the attention of Roch Brunelle, Human Resources, prior to the closing date by either:
- email: competition1@canadacouncil.ca
- fax: 613.566.4323
- mail: 350 Albert Street, P.O. Box 1047, Ottawa, Ontario, K1P 5V8

We thank all applicants for their interest; only those selected for an interview will be contacted.

We value diversity in our workforce and encourage candidates to self-identify as members of the following designated groups: women, visible minority, aboriginal peoples and persons with disabilities.