



**QATHEN XWEGUS**  
MANAGEMENT CORPORATION

## **Project Manager-RV Park/Commercial Development Project**

Qathen Xwegus Management Corporation (QXMC), the economic development corporation for the Klahoose First Nation, has an exciting opportunity for an experienced Project Manager. The role will focus on the development of a 14-acre greenfield site into a modern RV park, and development of a commercial component on the same site. The project is in the Squirrel Cove area of Cortes Island, British Columbia. The position will be on a contract basis until completion of the project. Ideally, the project will be completed will be later 2024/early 2025. Upon project completion, there may be additional projects or work for the successful applicant.

Reporting to the QXMC General Manager, the Project Manager will be responsible for the direction, coordination, implementation, control, and completion of the project while remaining aligned with the strategy and goals of the organization. The successful applicant will have demonstrated experience with like projects and interested parties are to contact the General Manager, QXMC to learn more about the project.

### **The Key Responsibilities for the role will be to plan and implement the project as follows:**

- Define project scope, goals, and deliverables.
- Define the work and required resources.
- Work with engineering and architectural resources to create and manage budget.
- Allocate project resources as required.
- Create a schedule and project timeline.
- Ensure that all building work is properly tendered through an RFP process.
- Work with regulatory agencies as required.
- Track project deliverables.
- Provide regular reports to the GM and Board on progress as well as challenges and solutions.
- Implement and manage change when necessary to meet project outputs.

### **The successful candidate will possess the following qualifications and skills:**

- Excellent communication skills
- Problem solving and leadership skills
- Project Planning, risk management, and time management skills
- Project Management qualifications (PMP), (CAPM) or equivalent experience
- Experience in strategic planning and execution
- Proficiency in project management software tools
- Contract negotiation
- Conflict resolution experience



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**Location and Contract**

The ideal candidate will be in the Powell River or the North Island areas. Regular travel to the Squirrel Cove (Cortes Island) site will be required. Contract terms will be commensurate with experience.

**Please forward expressions of interest and all relevant information pertaining to experience to:**

office@qxmc.org or mail directly to #203-4400 Marine Ave. Powell River, BC V8A 2K1.

Only applicants shortlisted will be contacted.