

## **COMMITTEE OF THE WHOLE- MAY 2, 2005**

### **CONTRACT POSITION VACANCY: SENIOR BUSINESS CONSULTANT/ADMINISTRATIVE MANAGER- VBEC**

#### **Recommendation**

The Commissioner of Economic/Technology Development and Communications, in consultation with the Senior Manager of Business Development, recommends:

That the contract position of Senior Business Consultant/Administrative Manager (VBEC) be posted and filled as soon as possible.

#### **Economic Impact**

This position is within the approved complement and budget for the Economic/Technology Development Department. Therefore there will be no additional economic impact incurred.

#### **Purpose**

The purpose of this report is to receive Council's approval to proceed with filling a vacant contract position within the Economic/Technology Development Department.

#### **Background - Analysis and Options**

In 2001, Council approved the formation of the Vaughan Business Enterprise Centre (VBEC) as an integral part of the Economic/Technology Development Department dedicated to supporting the City's small business sector by providing an appropriate resource with the required expertise and knowledge to advise new and existing small enterprises on their growth needs.

The core responsibilities of the Senior Business Consultant are to provide expertise and support directly to clients contacting VBEC; to establish programmes in support of our small business owners and to ensure that the City of Vaughan is well represented amongst the network of Ontario's Small Business Enterprise Centres throughout the province. In addition, the person takes direction from the Senior Manager of Business Development respecting the growth strategies of VBEC, including building a strong framework in support of the small business community in general and fostering brand awareness of VBEC.

The fiscal constraints of the past two years have further underscored the importance of corporate partnerships to help VBEC deliver an ever-increasing level of customer service and support to our small business community. This position would provide the resources to secure corporate sponsorship to support VBEC's core work.

#### **Relationship to Vaughan Vision 2007**

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

#### **Conclusion**

The Vaughan Business Enterprise Centre provides a valuable service to the largest segment of the business community. The small business segment of Vaughan's economy represents 85% of all local businesses. As such, VBEC is a fundamental component of a successful economic development strategy, particularly as it assists in the fulfillment of one of the Vaughan Vision's core objectives: a strong economic development mandate. VBEC cannot deliver the level of

service required by our thriving small business sector unless it has dedicated internal resources. Therefore, filling the position of Senior Business Consultant/Administrative Manager (VBEC) is paramount to its success.

**Attachments**

None

**Report prepared by:**

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Respectfully submitted,

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Commissioner of Economic/Technology Development and Communications