

Canadian Automobile Dealers Association, the national association for franchised automobile and truck dealerships, is looking for a dynamic individual to fill a key role as:

Industry Relations Officer



Our Client, Canadian Automobile Dealers Association (CADA) is a Federation of Provincial and Regional Dealer Associations and represents 3,000 dealers across Canada. A key sector of Canada's economy, CADA is represented in nearly every community and Canadian dealers collectively employ over 160,000 people across the country.

CADA seeks a strong, intelligent, energetic individual preferably with an Automotive industry background: (DealerDevelopment/DealerRelations/Communications) with a combination of Corporate Communications, Policy Development, Industry Relations and/or Association experience. Candidate must have exemplary communications/facilitation and problem resolution/relationship, management/team building skills. Prefer prior Dealer or Auto Industry Relations experience. Stakeholder relations, conference planning and media experience are assets.

Key Responsibilities (partial list) include:

- Reporting to the Director, Industry Relations & General Counsel, the Industry Relations Officer plays an integral role in providing strategic, communications, research and administrative support to the Director of Industry Relations/General Counsel and to the President & CEO.
- Automotive industry research and monitoring and analyzing of global automotive industry issues and trends providing support to President and department.
- Assisting the Director Industry Relations with communications support/member outreach.
- Managing Resource Programs for dealer councils/dealer communication teams.
- Manage the Dealer Satisfaction Index Survey
- Developing and Managing an Annual Dealer Conference

Education/Qualifications:

Relevant Degree, Automotive, Business, Communications or equivalent. A solid knowledge of the Automotive Industry is preferred but not required, proficiency in MS Office, Survey software/database and digital media management experience preferred. Must have consummate Project Management/Event Planning skills. Strong political/ social sensitivity & team orientation combined with flawless communication/presentation skills

Our Client offers the successful candidate competitive compensation, benefit programs and an environment that fosters teamwork and career development. To explore this career opportunity further, please forward your resume and cover letter in confidence to: richard.birarda@gmail.com or call Rick Birarda at Toronto cell **416-458-4462** or direct applications to the address below by June 15, 2015.

Richard W, Birarda, Partner
JSG Group Leadership Assessment, Selection & Development
520 Dickson Street
Peterborough, ON
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We thank you for applying; those closely matching position requirements will be contacted.