

## **Vice President, Government Relations - Mississauga Board of Trade**

The Mississauga Board of Trade (MBOT) seeks a full-time, permanent Vice-President, Government & Stakeholder Relations. You will join our dynamic and energetic team and report directly to and work closely with the President & CEO.

MBOT is the voice of business in the City of Mississauga. Now in its 65<sup>th</sup> year, the organization is the preeminent business association in Canada's 7th-largest city. Through the lens of our mission to "Connect, Champion and Advance", the successful candidate will display and promote a position of non-partisanship and impartiality in their actions, government relations and leadership. The successful candidate will execute campaigns designed to engage and grow the MBOT membership roster by advocating for business at the four levels of government. You will have a keen sense of how to monitor the four levels of government and how the concerns and needs of MBOT's business membership are advocated for with elected and non-elected government officials.

The successful candidate will have an in-depth knowledge of how all four levels of government operate, with a particular focus on the two-tier government of the City of Mississauga and the Region of Peel. Through partnerships with the Canadian Chamber of Commerce and the Ontario Chamber of Commerce, the individual will engage on issues at both the provincial and federal levels.

A background in government, public affairs/government relations, and/or public administration is essential. Experience working within a business association and/or not-for-profit organization with an advocacy focus is a significant asset. A strong understanding and demonstrated relationships with government officials and relevant work experience within Mississauga and/or Peel Region is desirable.

Our team conducts themselves with the highest ethical and moral standards, being action-oriented and possessing a high level of energy, while always showing a superior level of diplomacy.

Resumes should be forwarded by **5:00 p.m. on Monday, June 1, 2026** to Ann Cozzi, Executive Assistant to the President and CEO at: [acozzi@mbot.com](mailto:acozzi@mbot.com).

## **Vice President, Government & Stakeholder Relations Duties and Responsibilities**

The successful candidate will be responsible to monitor, advance, and develop strong government relations and policy matters on behalf of the members of MBOT. This individual shall prepare policy positions and review them with the appropriate Committees of MBOT and with the President & CEO.

Specifically, the candidate shall:

- Routinely monitor events, reports and actions by Mississauga City Council and Peel Regional Council and recommend appropriate policy positions or actions to be taken;
- Attend meetings of Mississauga and Peel Regional Council and Committees as required;

- Have regular interactions, meetings and discussions with senior members of the bureaucracy at the City of Mississauga and the Region of Peel as required;
- Identify legislative and regulatory trends, in terms of threats and opportunities to members;
- Liaise and work with the Ontario Chamber of Commerce and Canadian Chamber of Commerce on government relations and policy matters handled by these organizations;
- Help build and maintain strategic partnerships with like-minded business organizations and community groups that help advance MBOT's mission, goals and objectives;
- Serve as the Lead Staff liaison on advocacy-related committees;
- Help organize events for members with political leaders, including Cabinet Ministers at both the federal and provincial governments;
- Assist with membership development and retention through regular meetings and interactions focusing on the government relations and advocacy role of MBOT;
- Prepare news releases, communication articles and policy position papers for the President & CEO for communication to the members and the public;
- Prepare and deliver deputations and presentations at all levels of government.
- Attend all meetings required with outside agencies and groups to promote the MBOT brand while representing MBOT as directed by the President & CEO;
- Pro-actively identify and address business community issues in consultation with the President & CEO;
- Attend and assist at all MBOT events and functions as required;
- Prepare and deliver frequent commentary on advocacy progress through MBOT's various communication channels;
- Must be highly skilled in both written and oral communication with a talent for crafting messages to be delivered to all stakeholders; and
- Assist in the development and effective use of advocacy materials.

## **Compensation**

The base salary is in the \$90,000 - \$100,000 range with a generous incentive package and vacation plan.

Fully paid employee benefits program.

Company contribution to a group RRSP for qualified employees.