



Municipal Internship Program – Host Profile

Town of Drayton Valley

Program stream: Finance Officer

<https://www.draytonvalley.ca/>

The Town of Drayton Valley oversees and operates several facilities that are unique to our organization including one of only three provincially funded daycares in the province, a facility dedicated to fostering economic development opportunities (Clean Energy Technology Centre), and a network of affordable housing units managed by the Town.

About the Town of Drayton Valley

Drayton Valley is surrounded by plenty of recreational activities - disc golf courses, parks, an extensive network of trails with opportunity for cross country skiing, cycling, and hiking. West of town offers plenty of areas for off-highway vehicle riding and horse riding.

The Town is conveniently located 1.5 hours southwest of Edmonton. The downtown core in Drayton Valley is home to several unique shops and restaurants.

About the Town of Drayton Valley as an employer

The Town of Drayton Valley strongly believes that establishing and fostering a creative, fun, and friendly culture is essential to a positive and successful workplace. Staff barbeques, wellness day and Hawaiian shirt Fridays are just a few fun things that occur! The Town places great importance on fostering diversity, inclusion, and equity in the workplace.

The General Manager of Corporate Services has her CPA designation and would be a great resource for knowledge and mentorship if you, as our intern, want to pursue your CPA. The Town is very supportive of all its employees pursuing higher levels of education or professional designations.

Please see our [Town of Drayton Valley careers page](#) to learn more about our organization.

What's happening in the Town of Drayton Valley?

A couple things that are happening include our main Street (50th Avenue) paving and our new Aquatic Centre opened in February 2023.

Proposed intern activities

The Town has a couple of exciting and innovative projects that would benefit from an intern's assistance, including CEIP (Clean Energy Improvement Program) which is an innovative financing tool for property owners to fund energy efficiency and renewable energy upgrades that are repaid through property taxes. Another project includes conducting research into electricity and natural gas rates and conducting trend analysis.

Find out more at www.alberta.ca/municipal-internship-program.aspx

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Employment Details

Work arrangements: Our intern will be expected to work in the office.

Driver's Licence: Not required.

Public Transit: Not available.

What the Town of Drayton Valley is looking for in a candidate

The Town is looking for an enthusiastic team member that can think outside of the box, enhance the strength of our team, and provide great customer service internally to our staff and externally to our customers.

We are looking for a candidate that will integrate well into our organization's positive work culture. We are looking for a candidate who is technologically savvy and can pick up on new concepts quickly.

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