



Municipal Internship Program – Host Profile

Town of Taber

Program stream: Finance Officer

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

*Our community found its beginnings with homesteaders in the late 1890's
and has grown to the town thousands of citizens have come to know and love.
We're famous for our corn, sunny days, and the friendliness of a small town
with the amenities of a larger community.
Taber is colloquially known as the "Corn Capital of Canada"
due to the famous golden crop grown in the region.
The motto of our community is "a great place to grow."*

About the Town of Taber

As a growing, vibrant, family-oriented community, the Town of Taber identity is a style comprised of several elements that together creates a cohesive look and feel, uniquely defining Taber as a great place to live, work, invest and play.

- Taber plays host to the annual Taber Cornfest event, which is organized by the Taber & District Chamber of Commerce. Held on the last full weekend in August, Cornfest is one of Southern Alberta's largest outdoor festivals, and Western Canada's largest free family festival.
- The Aquafun Centre is one of the finest and most varied aquatic leisure facilities in Southern Alberta. Inside, you will find three distinct pools and the following amenities: water slide, children's play lagoon, hot tub, rapids channel, sauna, and steam room.
- The Community Centre complex is home to two ice arenas. The large ice is NHL-regulation size and seats 1,500 people. One arena provides a leisure ice surface. The complex also features: 600-seat auditorium, archery range, four meeting rooms, four-sheet curling rink and privately operated health club.
- The Taber Spray Park is open daily
- The Alberta Provincial Building provides various services
- Taber Police Services – independent police force providing security. The Town of Taber is safe.
- Taber Fire Services - provides fire services
- Ken McDonald Memorial Sports Complex - boasts three ball diamonds, two soccer pitches, and a lighted multi-use field utilized by football, soccer, and rugby participants.

Here are three videos about the Town of Taber:

- [Taber Aquafun Centre \(a\)](#)
- [Town of Taber Arena Ice Installation](#)
- [Taber Aquafun Centre \(b\)](#)

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

Proposed intern activities

- Leadership training to foster the skills needed to drive performance, orchestrate change and develop the team, including the Intern
- Asset management
- Learn the management of Tangible Capital Assets (Additions/amortization/disposals, etc.)

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

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- Presentation to Council
- Learning the agenda software/creating an RFD presentation of various items to Council
- Health and Safety
- Grant Writing
- Generating financial statements and how to interpret them
- Balance sheet/income statement

Employment Details

Work arrangements: Work in the office, but there is flexibility to Work from Home (Hybrid)

Driver's Licence: Yes. The intern may be expected to drive a town vehicle to a conference

Public Transit: There is no public transit available

What the Town of Taber is looking for in a candidate

- Very strong research skills
- Willingness to learn and also bring new ideas
- Reliable/new energy/eagerness/initiative
- Honest
- Knowledge of computer applications
- Team player

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