



POSITION ANNOUNCEMENT

Executive Director

POSITION DESCRIPTION:

This position is responsible for implementing the mission and policies of the Candler County Industrial Authority (CCIA). The Executive Director is the Authority's senior staff position and is responsible for day-to-day operations of the Authority. This position requires significant interaction with public officials, economic development agencies, and industrial development and business representatives and an understanding of the principles and practices of economic development, urban planning, and land development. This person must possess strong oral and written communication skills and demonstrate the ability to work cooperatively and independently. The ideal candidate is a self-motivated person who can create and implement new initiatives. The Executive Director reports directly to the Authority board.

KEY RESPONSIBILITIES:

- Provide leadership required to execute the strategic plan of CCIA
- Administer day-to-day operations of the Authority
- Manage development for Authority properties and promote private industrial sites to prospects
- Develop and implement proactive marketing initiatives
- Work with established industries and businesses to promote local expansion and retention
- Manage all stages of industrial business attraction and expansion projects in Candler County
- Prepare and/or oversee funding applications, grant proposals, economic impact assessments (LOCI) to support Authority activities

EDUCATION/EXPERIENCE:

- Minimum of 3 years experience in Economic Development or related field
- Bachelor's degree required. Economics, Business, or Marketing degree preferred
- Georgia Certified Economic Developer or Certified Economic Developer (CEcD) is preferred, but not required

COMPENSATION:

The compensation package is competitive and will be based on the qualifications and experience of the candidate

CONTACT

Please forward cover letter, resume and a summary of project results to CandlerIndustry@selectcandler.com:

Search Committee
Candler County Industrial Authority
PO Box 1130
Metter, GA 30439

The deadline for application is April 15, 2019.