

***Job Description:***

The Economic Development Officer will focus on strategic County priority areas; apply outstanding research and analytical skills along with sophisticated marketing skills to identify and leverage a wide spectrum of economic development opportunities; expand the prospects for citizens without college degrees; promote niche manufacturing opportunities that complement existing health, life sciences, and high tech industries; work with Durham Technical Community College on matching their curriculum to strong wage jobs; and use technology to develop a robust website that attracts the interest of and supplies the desired data for prospects. Information about Durham County's strategic plan can be found at" <http://dconc.gov/government/departments-a-e/county-manager/planning-and-strategizing-for-the-future>

***The successful candidate:***

- works tirelessly with business leaders and government officials to effectively interact with community, regional and state economic development and planning agencies;
- possesses outstanding interpersonal skills reflected in a track record of engagement, networking and collaboration;
- demonstrates keen marketing instincts and is skilled at working with and enhancing efforts and plans that attract interested parties while maintaining true to the County vision and ethics;
- has a portfolio and project history of growth through expansion and retention of **existing** industrial bases (e.g. Life Sciences, Technology), and attraction of **new** industries and business;
- has experience with infrastructure planning, as well as developing and marketing shovel-ready sites;
- is an excellent public speaker to effectively present the County's virtues and assets;
- is a data driven and tech savvy program manager for researching, collecting and providing information on economic development drivers such as locations, incentive programs, etc.
- is experienced being the point person for existing, interested and potential industries and businesses;
- maintains effective working relationships with commercial realtors, commercial developers, corporate site selection consultants, engineers, and business owners;
- is a strategic thinker, who understands how to manage and implement a strategic plan and can ensure that the plan is an ongoing "living document" aligned with County and City plans;
- is knowledgeable of available incentives and grants to attract and recruit businesses and has a demonstrated track record of successful grant applications and management;

- is a collaborator who has experience in partnering with department heads and key external partners to effectively evaluate opportunities and eliminate obstacles in a way that is satisfactory to all stakeholders;
- advocates for best practices and can confidently and persuasively present options to the County Manager, General Manager, management team and Elected Officials;
- is a results-oriented project manager who can effectively incorporate the input of multiple stakeholders to reach desired outcomes;
- is a responsive, detailed and deadline oriented professional who continuously improves teamwork and customer service in a service-driven organization.

***Qualifications:***

Requires any combination of a Bachelor's degree in business, economics, planning, or a related field from an accredited University or College with five years of professional and progressive leadership experience in economic development. A master's degree and/or CECD certification is desirable. Salary commensurate with experience, qualifications, and achieved outcomes. The County provides outstanding benefits including state/local retirement + additional 5% employer contribution to 401K. The successful candidate will also be the first occupant in an attractive new office space.

The recruitment and selection process is being managed by Developmental Associates, LLC.

***To apply:***

Please go to <https://www.developmentalassociates.com/client-openings/>, and click on "View Client Positions" button and then the **Economic Development Officer-Durham County** link. All applications must be submitted online. *All inquiries* should be emailed to [durhamcountyhiring@developmentalassociates.com](mailto:durhamcountyhiring@developmentalassociates.com). Closing date is August 22, 2017. Successful semi-finalists will be invited to participate in an assessment center in Durham on September 26-27, 2017. Durham County is an Equal Opportunity Employer.