



# CITY OF FALLS CHURCH

## RECRUITMENT ANNOUNCEMENT

---

### DIRECTOR OF ECONOMIC DEVELOPMENT

The City of Falls Church seeks a highly qualified individual to lead the Economic Development Office, serve as the staff leader for the Economic Development Authority. The successful candidate will have a track record of successful economic development projects in the public or private sector, will have a thorough understanding of regional economy, and will be able to promote the City as a great place to invest and do business. The position reports to the City Manager.

The City of Falls Church is a one-of-a-kind independent jurisdiction at the heart of the National Capital Region. While small in area (2.2 square miles), the City is the mostly densely populated (14,000 population) municipality in Virginia, and has the highest educational attainment and highest household income in the nation. The City frequently is recognized for its excellent schools, public library, public safety, urban planning. City staff and elected officials play leadership roles in state and regional bodies. The City is home to the State Theater, Creative Cauldron, the Eden Center, over 100 local restaurants, and successful small to medium sized growing companies, and a thriving medical office community. The City has welcomed over \$700 million in private commercial investment in recent years and the Director of Economic Development is charged with building on this positive momentum. Falls Church is a community where individuals work together to make a difference, and your efforts will have an immediate and lasting impact.

#### **RESPONSIBILITIES:**

- Lead the City's efforts to attract private investment and development in the City in coordination with the City Manager, the Economic Development Authority, the City Council, and all City Departments;
- Market the City to the retail, office and hotel development community, using the Little City brand and logo, [www.chooseFallsChurch.com](http://www.chooseFallsChurch.com) website, and other marketing tools;
- Conduct negotiations with potential private partners on economic incentives to promote private commercial development and investment in the City;
- Conduct studies on economic trends affecting the City;
- Conduct Fiscal Impact Analysis for specific development projects and/or land use decisions by the City;
- Work closely with the local business community and Chamber of Commerce to carry out business district improvements to foster an attractive, walkable, and profitable commercial districts in the City.
- Work with regional organizations (MWCOG, NVRC, NAIOP, ULI, Chamber of Commerce, and others) to accomplish City economic development objectives.
- Develop and implement economic development strategies to retain existing businesses and attract new business and investment to the City;

## **QUALIFICATIONS:**

- Bachelor's degree (Master's Degree preferred) with concentration in urban planning, economics, finance, or business administration;
- Eight years economic development or urban redevelopment experience for government organizations, private real estate development, or equivalent experience;
- Professional membership in the International Economic Development Council;
- Training and experience in conducting complex and high stakes negotiations;
- Familiarity with Virginia law as pertains to economic development and revitalization and land use;

Demonstrated ability to present professional and technical economic development plans and reports, plan and direct a comprehensive economic development program, deal tactfully and effectively with business owners, public officials, and community leaders, and professional colleagues.

**Hours:** 8:30 A.M. to 5:00 P.M. Monday through Friday, with frequent evening meetings with the EDA and City Council, and occasional weekend presentations to civic organizations.

**To Apply:** Send City application or resume and cover letter to City of Falls Church, HR Department, 300 Park Ave, Suite 102W, Falls Church, VA 22046 or [hr@fallschurchva.gov](mailto:hr@fallschurchva.gov). **Priority consideration will be given to applications received by August 8, 2017.**

**Salary & Benefits:** \$125,000 per year plus, depending on qualifications. Includes comprehensive benefits package including health insurance, dental insurance, pension plan, deferred compensation plan, flexible spending account, college, life and long-term disability insurance, paid holidays, vacation and sick leave, credit union membership, free parking, and more. See [www.fallschurchva.gov](http://www.fallschurchva.gov) for additional information.

**Reasonable Accommodation:** During the selection process, applicants with disabilities may request reasonable accommodation with the agreement of the Human Resources Division. Requests should be directed to the Human Resources Division. The City of Falls Church does not discriminate on the basis of race, color, national origin, gender, sexual orientation, religion, age, or disability.

*All City Facilities Are Smoke Free*

7/17

VA 17.41