

## **WARREN COUNTY DIRECTOR OF ECONOMIC DEVELOPMENT**

**Warren County** is seeking highly motivated and skilled applicants for the position of Director of Economic Development.

The Director of Economic Development will report directly to the County Administrator. The successful candidate will serve as the primary contact in representing the County with prospective businesses and promote the Town and County as a prime community to do business with investors, businesses, government entities and other stakeholders. Responsibilities include building and maintaining a strong, transparent relationship with the Warren County Board of Supervisors, the Town Council of the Town of Front Royal, and the Boards of Directors for both the Town and County Economic Development Authorities; providing fiscally responsible administration of daily operations to include all aspects of planning, budgeting, and investing to enhance the financial position of the organization and maintaining transparent accountability in the delivery of services and programs; developing and implementing an integrated strategic marketing and communications plan to promote the benefits of locating to Front Royal and Warren County; fostering a culture of innovation and creativity through strong leadership of staff; and developing and maintaining strong relationships with elected officials, the media, business leaders, community partners, and other key stakeholders to grow the Front Royal/Warren County economy. The Director of Economic Development will work closely with the Front Royal/Warren County Economic Development Authority (WCEDA) to market WCEDA properties and related matters.

The successful candidate must possess strong knowledge of economic development financing practices with experience in organizing, managing, and reporting the financial position of the organization; unquestionable integrity, credibility, and character; ability to build trust and promote transparency; proven management, business, and financial acumen within an organization of similar or larger scale and complexity; demonstrated knowledge and experience implementing modern and innovative economic and community development practices; outstanding coalition building skills; strong interpersonal and communication skills with significant experience serving as a spokesperson for an organization; and a successful track record for effectively managing and developing staff. Master's degree is preferred; Bachelor's degree is required. A competitive compensation package will be made available to the successful candidate based upon prior experience.

To be considered for employment, interested candidates should submit a letter of interest, resume, and five (5) references to Kayla Darr, Warren County Human Resources Office Associate, by mail or in person at 220 N. Commerce Avenue, Suite 100, Front Royal, VA, 22630 or via email at [kdarr@warrencountyva.net](mailto:kdarr@warrencountyva.net). Warren County is an Equal Opportunity Employer.