



MOUNT ROGERS REGIONAL PARTNERSHIP

APPLY TODAY

Send cover letter, resume, and any samples to eworkman@bland.org. Position is open until filled.

POSITION ANNOUNCEMENT

EXECUTIVE DIRECTOR

Want to utilize your leadership skills while also deploying your business development and fundraising talents to build a more prosperous region? Looking to join a team that is passionate and fun? Make it here at the Mount Rogers Regional Partnership!

ORGANIZATION OVERVIEW

The Mount Rogers Regional Partnership (MRRP) is the leading regional economic development organization, serving six localities in the Mount Rogers Region and I81-I77 Crossroads area of Virginia. MRRP was established as a 501c3 in 1989 and is led by a board of directors, comprised of local government administrators and managers, local IDA or EDA representatives and private sector business leaders. The organization is focused on marketing, talent solutions, business retention and expansion and industry recruitment.

POSITION DESCRIPTION

Our regional economic development organization (REDO) is recruiting an Executive Director to carry the momentum of our current strategic plan. This new leader will ultimately be responsible for leading a strong team of professionals and board members, managing several grants, finance and budget management, growing private sector investment, and leading business development efforts.

EDUCATION & EXPERIENCE

- Bachelor's degree required
- Master's degree in business, marketing, or economic development related field preferred
- CECD preferred
- Minimum of 5 years of direct economic development responsibility with demonstrable working knowledge or programs, processes, strategies, and proven track record of execution
- Minimum of 3 years of supervisory or leadership experience within economic development related fields with a proven track record of success

BENEFITS

- Competitive salary range in a low cost of living region
- Attractive benefits package with retirement, health, dental, life insurance, cell phone and mileage reimbursements

CORE DUTIES

- Maintain stakeholder relations to sustain and grow agency support and private sector investment, including significant grant writing and fundraising
- Recruit, hire, develop and lead staff
- Serve as a catalyst for sustainable economic growth in the Mount Rogers Region through business development, industry recruitment, retention and expansion
- Lead and maintain regional economic development efforts through planning by formalizing goals, objectives and tasks to implement plan
- Coordinate economic development activities between local, regional and state partners
- Market and promote the region to attract new business and industry
- Serve as the lead regional spokesperson for economic development related topics
- Identify and create marketing initiatives for future funding considerations; grant funding and reporting requirements
- Assist with planning and hosting regional tours for prospects, consultants and events
- Oversee organizational administration and finances including the development of a budget for board approval, finalizing monthly financials and arranging annual audit, ensuring overall revenue targets are met, authorizing expenditures and authority to sign checks
- Serve as chief advisor to the board of directors and executive committee by providing expertise and counsel in formulating organizational policies, plans and objectives
- Build positive relationships with partners and stakeholders, such as the local tourism and economic development offices, VEDP, Friends of SWVA, government agencies and other economic development allies

REQUIRED SKILLS

- Proficiency in Microsoft Outlook, Word, Excel, and PowerPoint
- Familiarity with databases, CRM programs and other data related SaaS tools
- Excellent written and oral presentation skills
- Excellent interpersonal skills that create an ability to gain the trust and confidence of stakeholders, allies, and prospects
- Customer service orientation
- Ability to excel in a small and team-oriented work environment
- Analytical skills
- Strong organizational skills and ability to prioritize as well as multi-task
- Self-motivator with ability to approach job responsibilities from an entrepreneurial perspective
- Valid driver's license and ability able to obtain a passport
- Willingness to travel domestic and internationally periodically
- Willingness to work irregular hours periodically (events and out of region responsibilities)