



ECONOMIC DEVELOPMENT DIRECTOR ALBEMARLE COUNTY, VIRGINIA

First Review of Applications: September 19, 2023



PUBLIC SECTOR EXECUTIVE RECRUITMENT

THE COMMUNITY

Located in the heart of central Virginia, Albemarle County (est. pop. 113.5k) is home to the stunning Blue Ridge Mountains, lush forests, and scenic waterways. The area surrounds the City of Charlottesville and is known for its mix of urban and rural character.

The County enjoys a strong economy, a healthy business presence, a school system among the top ten percent in the state, thriving local arts, music and culture scene, and parks and greenways that celebrate the County's pastoral setting. Albemarle embraces its vibrant local arts and agritourism scene, and showcases its artisan breweries, wineries, and craft studios through the Monticello Artisan Trail. Shenandoah National Park and the Blue Ridge Parkway touch the western frontier of the County, and Albemarle itself possesses over 4,000 acres within its parks system.

The community is energized by entrepreneurship and invention fueled by the University of Virginia, one of the country's most renowned research institutions. The County's wide variety of educational opportunities includes a public school system that has earned the VIP Governor's Award for Educational Excellence, and two of Virginia's four charter schools.

Albemarle County is one of the most desirable locations in Virginia and the nation, with an excellent school system, low taxes, low crime and unemployment rates, a skilled and educated workforce, and a wealth of cultural, historical, and recreational amenities in a beautiful setting.



THE ORGANIZATION

The Board of Supervisors is the governing body of Albemarle County and is composed of six members, each elected to represent a specific geographic district within the county. The Board of Supervisors is responsible for setting policy, passing ordinances, adopting the annual budget, and appointing various boards and commissions.

The County government, with a combined capital and operating annual budget of approximately \$551 million planned in FY 2024 and a staff of 910, prides itself in sustaining responsive and accessible services to its residents, while emphasizing professionalism and efficiency. The County's dedication to financial planning is bolstered by the financial management practices, evidenced by the County's AAA bond rating by the three leading bond rating agencies, Fitch, Moody's, and S&P. Albemarle County is recognized for quality services and innovative programs while still maintaining a comparatively low tax rate. The Fiscal Year 2024-2028 Strategic Plan translates the County's vision into meaningful actions over the next five years to advance our community's safety & well-being, resilience, equity, and engagement, infrastructure & placemaking, education & learning, and government workforce and customer service.

The Albemarle County Core Values are the foundation for all we do.

Integrity: We value our customers and co-workers by always providing honest and fair treatment.

Innovation: We embrace creativity and positive change.

Stewardship: We honor our role as stewards of the public trust by managing our natural, human and financial resources respectfully and responsibly.

Learning: We encourage and support lifelong learning and personal and professional growth. We support our team through internal and external training opportunity.

Community: We expect diversity, equity and inclusion to be integrated into how we live our mission.

THE POSITION

The Economic Development Director performs complex executive management and professional level work to foster and encourage responsible economic development activities that enhance the County's competitive position and results in quality job creation and career employment opportunities, increased tax base, and an improved quality of life for all citizens while respecting Albemarle County's natural resources and unique character. This position serves as department head for the Economic Development Office and provides direct supervision of the Assistant Director of Economic Development.

Responsibilities of the position include:

- Manages and implements all aspects of Project ENABLE, in line with the Board of Supervisors' strategic plan and Economic Development strategic plan including:
 - Strengthening the existing Business Retention and/or Expansion (BRE) program.
 - Improving the overall Business Climate by working to remove and reduce controllable barriers.
 - Overseeing a centralized resource for local businesses in support of retention and growth providing economic indicators, workforce information, real estate information, information on development review processes, and customized data, as appropriate.
 - Enhancing the County's economic sustainability through efforts that advance innovation, competitiveness, and resiliency.
- Leads external efforts to create strategic partnerships with economic development institutions.
- Serves as Secretary of and provides primary staff support to the County's Economic Development Authority (EDA).
- Partners with other stakeholders to expand efforts to build the county's tourism sector; serves on the CACVB and other Economic Development related boards as required.
- Serves as a contributing member to the County Executive's Organizational Leadership Team (OLT).
- Develops and administers the office budget in accordance with short-term and long-term program goals and objectives.
- Performs other duties as required.



THE ECONOMIC DEVELOPMENT OFFICE

Project ENABLE

Albemarle County's Economic Development Strategic Plan is called "[Project ENABLE](#)" because its primary purpose is to ENable A Better Life Economically. These priorities align with community development goals, the Comprehensive Plan, and the County's overall Strategic Plan. Together, they create an economy driven by business, industry, and institutions in a way that complements growth management.

Project ENABLE will utilize the labor force, resources, and structures to export goods and services that reflect the County's comparative economic advantages, as outlined in the 2012 Target Industry Study and the Region 9 Growth and Diversification Plan. This approach will maximize Albemarle's economic vitality and import wealth into the area. Its success will require a cross-functional internal team as well as the inclusion of external partners. Project ENABLE will inform budgetary, capital, infrastructure, and work plans for the impacted departments and the County overall. It will provide clear direction and prioritization while remaining flexible enough to adjust to changing conditions.

The County recognizes that economic development is most successful as a "team sport" which requires successful internal and external partnerships to fulfill the mission of Project ENABLE. The strategic plans of key partners at the local and state level have been considered in the development of this plan, including UVa., the Central Virginia Partnership for Economic Development, and the Virginia Partnership for Economic Development.

Mission Statement

To attract additional financial resources into the community through responsible economic development activities that enhance the County's competitive position and result in quality job creation and career employment opportunities, increased tax base, enhanced natural resources and community character, and an improved quality of life for all citizens.

Rivanna Station Futures Project

On May 24, 2023, the Board of Supervisors adopted a resolution to authorize the acquisition of real property and related assets, approving the county's acquisition of 462 acres of property located in the Rivanna Magisterial District at a purchase price of \$58 million. The property is located along Route 29 North adjacent to Rivanna Station, the anchor for the defense sector in the region and home to several defense intelligence agencies of the federal government – National Ground Intelligence Center, Defense Intelligence Agency, and National Geospatial-Intelligence Agency.

The vision for this acquisition is to solidify the long-term vibrancy of Rivanna Station in Albemarle. This project allows the County to remain attractive to Rivanna Station, the anchor for the defense sector in the region. A key element of [Rivanna Station Futures](#) is the establishment of an Intelligence Community Innovation Acceleration Campus (ICIAC), a place for public sector organizations, private sector businesses, and academic institutions to work together to co-create solutions to the biggest challenges facing our nation and the world.

A 2023 Defense Sector Economic Impact report from the Weldon Cooper Center shows that the defense sector generates \$1.2 billion of economic activity in the Albemarle-Charlottesville-Greene region each year – making it the second largest sector in the local economy.



RIVANNA STATION FUTURES: IMAGE RENDERINGS OF THE INTELLIGENCE COMMUNITY INNOVATION ACCELERATION CAMPUS (ICIAC)

DESIRED CAPABILITIES

The ideal candidate will be an inspiring, motivational leader who can provide direction, foster a positive work culture, and build strong relationships with a wide range of stakeholders. In addition, the Economic Development Director will possess a thorough understanding of economic development principles, including commercial real estate, planning, and marketing. They will be well-versed in local government finance and budget protocols, business finance, including public/private partnerships, construction financing, loans, pro forma statements, and incentive packages.

Knowledge of urban planning, land use principles, and environmental considerations is preferred. Familiarity with Albemarle County's Comprehensive Plan and the role of economic development within local government is required. Proficiency in computer software, learning agility, and the ability to articulate a compatible economic development vision are key. Demonstrated success in forming public/private partnerships and collaborating with stakeholders is essential. Building consensus, supervising staff, leading teams, and facilitating groups are also important aspects of this role.



EDUCATION AND EXPERIENCE

This position requires graduation from an accredited four-year college or university with major coursework in business, economics, marketing, public administration, finance, or related field; and at least five years of experience related to economic and business development and marketing, including supervisory experience. A master's degree and Certified Economic Developer (CEcD) certification is preferred. The desired candidate will have demonstrated work experience in existing business retention/expansion, as well as familiarity with an entrepreneurial environment and business start-up culture. Demonstrated experience in real estate development and redevelopment is required.

COMPENSATION AND BENEFITS

The starting salary for this position will be \$140,000 - \$160,000. Albemarle County offers excellent benefits, including vacation and sick leave, health insurance options (health, vision, and dental), and Virginia Retirement System (VRS) benefits. The County provides vehicle and cell phone stipends as agreed upon to conduct day-to-day business. This is a full-time FLSA Exempt position. County-paid life insurance and deferred compensation are available. Residency within Albemarle County is required. This position is eligible for a hybrid remote work schedule that is in compliance with the County's Remote Work Policy and meets the operational and service needs for the position.

APPLICATION AND SELECTION PROCESS

We invite qualified professionals to submit a cover letter and resume by visiting our website at:

<https://governmentjobs.com/careers/bakertilly>

First review of resumes occurs on September 19, 2023. Following this date, applications will be screened against criteria outlined in this brochure. For more information, please contact Anne Lewis at anne.lewis@bakertilly.com or 703-923-8214 or Michelle Lopez at michelle.lopez@bakertilly.com or 651-223-3061.

For more information about Albemarle County, please visit <https://www.albemarle.org/>

Albemarle County is an equal employment opportunity employer, and does not discriminate against any group or individual on the basis of race, color, religion, sex, sexual orientation, national origin, age or disability in regards to any aspect of employment policy and practice: recruitment, testing, selection, assignment, pay, conditions of work, training, leave, overtime, promotion, discipline, demotion, and separation.

