

Forward McDuffie

Economic Development • Chamber of Commerce • Tourism

149 Main Street

Thomson, Georgia 30824

Executive Director

Located in East Central Georgia, the Development Authority of McDuffie County is seeking a full time dedicated Executive Director to lead our economic development organization. The Executive Director is responsible for promoting economic growth (jobs and tax base), through the expansion of existing businesses and the recruitment of new business to McDuffie County.

The Executive Director serves as economic development liaison for the City of Thomson, the Town of Dearing, and the McDuffie County Board of Commissioners. The Executive Director also provides management oversight of Forward McDuffie, McDuffie County's tourism and chamber of commerce organizations. The Executive Director is the key spokesperson and key marketing representative for the county's economic development organization.

The Executive Director possesses exemplary personal and business ethics and integrity to maintain the credibility of the organization. The Director possesses the ability to foster a culture of teamwork, cooperation, and collaboration between local and State governments, agencies, and organizations that support our economic development goals. The Director continuously exhibits dedication, initiative, and drive to fulfill the mission of the organization.

The successful candidate will have achieved a bachelor's or master's degree from an accredited college or university in public administration, business administration, economics, marketing, or related field; certified Economic Developer a plus. The preferred candidate will have also achieved a minimum of three to five years of progressively responsible experience in economic development.

The successful candidate will possess strong communication and presentation skills including the ability to provide high-quality, high-impact presentations to all stakeholders. The successful candidate will possess exceptional computer skills to include proficiency in all standard word processing, spreadsheet, presentation, and financial computer software. The successful candidate will possess soft skills, conflict resolution skills, as well as budget and negotiating skills.

The successful candidate must be willing to work a flexible schedule including nights and weekends. Some travel is required including some overnight travel. The successful candidate will live in or relocate to McDuffie County. The Development Authority of McDuffie County offers a competitive salary and benefit package commensurate with the successful candidate's skills, experience, and education. Resumes will be accepted until the position is filled.

Submit to: Executive Director Search Committee
Development Authority of McDuffie County
149 Main Street
Thomson, Ga. 30824
Or e-mail to: riley@forwardmcduffie.com