

Job Description

Iowa Lakes Corridor Development Corporation

President and CEO

Description

The President/CEO will be the primary leader with support from the Board managing daily operation of the organization, hires and supervises staff, and carries out short term objectives to advance the board's long-term strategic plan; follows operating procedures in compliance with local, state and federal laws, and policies set by the board and manages the budget. Will serve on/participate with local, regional and statewide organizations in support of economic and community development. The President/CEO will be the primary spokesperson and lead the organizations efforts in all aspects, including planning, marketing, board management, project management, community/partner relations, business retention/expansion and will coordinate financial assistance opportunities for new, expanding and startup businesses.

Primary Job Duties and Responsibilities

Work directly with new, existing and start-up businesses to provide strategic assistance as they evaluate growth and expansion opportunities within the Iowa Lakes Corridor region. These contacts include business management, president or corporate leaders, global site selectors, mayors, city council, county boards and city/county officials, local, regional and state economic development professionals.

Collaborate with public and private partners throughout the region to focus on workforce development, recruitment and retention strategies, specifically addressing the need for adequate housing, business-education partnerships, and infrastructure development.

Provide strong leadership, both internally and externally to effectively manage and drive action on issues impacting the organization's reputation, image and member satisfaction. Provide quality work environment and leadership for Corridor staff through open communication on Corridor goals and expectations.

Direct the planning, development, implementation, and administration of the organization's efforts to support the economic development groups and communities in the region.

Provide expertise on business and community development to business and community partners regarding how decisions might impact communities, the region and new/existing business.

Manage the organization budget in accordance with established budget targets and provide cost-benefit reports to investors.

Assist business and public sector partners in the site selection/expansion process, understanding of project finance packaging, skilled in state and local economic development resources and programs.

The President/CEO needs to be visible and responsive to the needs of business, communities and elected officials in the Lakes Corridor region.

Establish and maintain public and private investment support for the Lakes Corridor.

Work with Board to annually update plan of work, develop Board meeting agendas and travel, as needed, both within region, the state and outside the state on behalf of the Lakes Corridor.

Qualifications

Bachelor's degree in business administration, economics, public administration, economic development, marketing, community planning, engineering or a related field or certification in economic development or equivalent work experience. Typically, eight years of related, progressive work experience would be needed for candidates applying for this position who do not possess a bachelor's degree.

Demonstrated leadership, knowledge and experience in non-profit management of chamber of commerce or

economic development and their respective programs is a plus. At least five years of related experience in economic/community development is preferred. Proven leadership in a regional (multi county/city) partnership organization(s) with strong knowledge of the leadership skills needed to drive success.

Graduate of an accredited economic development program or Chamber Institute preferred. CECD (Certified Economic Developer) designation a plus.

Proven track record of working and winning new business locations and assisting existing businesses.

Effective oral and written communication skills.

Effective interpersonal skills and influencing abilities.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.

Job Type: Full Time

Location: Spencer, Iowa, covering four counties. (Clay, Dickinson, Buena Vista, and Emmet Counties)

Compensation: Competitive salary commensurate with experience; Benefits include medical, dental, 401k match, paid holidays and sick time.

How to Apply

Please submit your cover letter, resume with references to Clark Smith by email only, csmith@smartsolutionsgroup.net, Please feel free to call 515-314-9755 or email Clark with any questions. Smart Solutions Group is a full-service economic development consulting firm. We are completing the search for this position.