



Columbia River Economic Development Council

805 Broadway, Suite 412 · Vancouver, WA 98660

(360) 694-5006 | credc.org

BUSINESS DEVELOPMENT MANAGER POSITION

ABOUT CREDC

The Columbia River Economic Development Council (CREDC) is the leading economic development organization for Clark County, Wash., working to advance the economic vitality of the region through business growth and innovation. CREDC's mission is to develop a strong, innovative business environment across Clark County in collaboration with over 150 private and public sector partners.

We are a dedicated and welcoming group of professionals with diverse origins, professional backgrounds, and interests, seeking a new team member to expand our business outreach capabilities.

*Our vision is for Clark County to be recognized as one of the **most inclusive, healthy and amenity-rich communities in the country**. As a result, and with a continued **focus on growing a diverse base of community-minded employers**, talent (both inside and outside the region) sees greater opportunity here than anywhere else in the country.*

POSITION DESCRIPTION

Under the supervision of the Director of Business Relationships & Strategy, the Business Development Manager is responsible for establishing strong relationships with business and community leaders, building awareness of the strong opportunities Clark County presents for companies—from startups to established entities—to grow thrive.

Do you envision a career where you contribute to growing community and economic vitality daily? Are you motivated by impactful work that fuels advancement of local industry? Are you energized by high-levels of responsibility and community visibility? If so, the CREDC Business Development Manager role may interest you.

The ideal candidate for the Business Development Manager position is expected to exhibit strong relationship building and analytical skills, a collaborative work style and high-level of professional judgement. The Business Development Manager will work with traded sector businesses that sell goods and services outside of the region—including a strong focus on companies in the technology-enhanced manufacturing, life sciences and software development spaces.

A significant pillar of our business support work consists of liaising with executives to identify the tools and resources that will help surmount barriers to healthy, thriving business operations and expansion-readiness. The ability to ask smart questions, listen, assess, and swiftly bridge connections, will make you successful in this role. Stellar follow-through and sincerity is a must.

This is a full-time, exempt position with a competitive benefits package. Employment is "at will."

PRIMARY DUTIES

- Generate new and continue building on existing relationships, serving as a point of contact and support for traded sector businesses seeking assistance with startup, growth or retention needs
- Leverage strong relationships to bridge connections and facilitate opportunities across business and public stakeholders



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- In consultation with CREDC team and relevant committees, leverage research and data to develop solutions utilizing CREDC's network of public and private partners to address challenges inhibiting business growth and expansion in Clark County
- Share and market CREDC services to business clients and community-at-large
- Support CREDC's contractual relationships, including client visit program, data gathering and reporting
- Support programming for CREDC events, including our signature Grow Clark County series and luncheons
- Other duties as assigned

ESSENTIAL KNOWLEDGE, SKILLS AND ABILITIES

We are eager to work with a candidate who is comfortable and accomplished at working with businesses through various points in the business cycle—someone with a strong ability to analyze, synthesize and deliver sound and creative business solutions. The ideal candidate is energetic, creative, has an innate collaborative work style, understands that economic development is a team effort and must be able to demonstrate the following qualifications:

- Two-four years of business development, sales and customer service, or project management experience preferred
- Experience equivalent to, or attainment of, an associate degree in business administration, finance, public administration, or related field
- Passion for CREDC's mission and vision, with interest in relationship building and helping businesses in Clark County thrive
- Ability to share CREDC objectives and land key messaging persuasively
- Strong analytical skills and ability to analyze quickly and synthesize data
- Solid ability to build and maintain connections across new (startups) and established business executives as well as the public and community leaders
- Familiarity with startups and entrepreneurship programs is desirable
- Ability to adapt in a constantly changing environment, with a strong sense of initiative
- Capability to integrate across the team, working collaboratively with external stakeholders to achieve the goals outlined in the Clark County Comprehensive Economic Development Plan
- Excellent time management and strong verbal and written communication skills
- High proficiency with Windows based programs, including Word, Excel and Power Point
- Must have a valid driver's license, properly licensed and insured automobile, available for use during work hours and occasional evening meetings/events
- Flexibility to include some domestic business travel

COMPENSATION

\$45,000-\$65,000 DOE. CREDC offers a competitive employee benefits package that includes medical, dental and vision insurance; employer-matched 401k plan; work from home flexibilities, and a paid time-off package.

APPLICATION DEADLINE

Please submit a cover letter and resume to Jennifer Baker at info@credc.org, with the subject header "2022 Biz Dev Manager". Application materials will be reviewed on a rolling basis. **Thank you for your interest!**