

## BUSINESS ENGAGEMENT DIRECTOR



### ABOUT CREDC

The Columbia River Economic Development Council (CREDC) is the leading economic development organization for Clark County, WA, the region's fastest growing population. CREDC works to advance the economic vitality of the region through business engagement, retention, expansion, and attraction. CREDC's mission is to develop a strong, innovative business environment across Clark County in collaboration with over 150 private and public sector partners.

The CREDC team is a dynamic group of economic development practitioners working collaboratively to accomplish a common, county-wide vision:

*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.*

### POSITION DESCRIPTION

Working closely with the President of CREDC, the Business Engagement Director is responsible for initiating and reinforcing strong relationships with business and community leaders, with the goal of creating heightened awareness of the opportunities Clark County presents for companies—from startups to established entities—to innovate, expand, and thrive. This role includes responsibility for meeting with local companies and driving new economic development initiatives that advance the Clark County Comprehensive Economic Development Plan and enhance the CREDC program budget. The director will prepare performance data to revise/reinvent business engagement programs, and own CREDC's Business Development program reporting functions. This individual will supervise and coordinate the work of grant implementing staff members, as relevant.

The ideal candidate for the Business Engagement Director position will exhibit strong relationship building and analytical skills, thrive on being a solution-maker, and be at ease with interpersonal communication and presentation skills. The CREDC team enjoys a collaborative work style, and our work demands a high-level of professional judgment. This is a full-time, exempt position with a competitive benefits package. Employment is "at will".

### PRIMARY RESPONSIBILITIES

- Generate leads and support for traded sector businesses that can benefit from assistance with startup, growth or engagement and retention needs
- Leverage relationships to bridge communications and facilitate pursuit of opportunity among business leaders and public stakeholders—including navigating and linking a multitude of stakeholders to public sector infrastructure planning discussions, and educating stakeholders about joint-legislative priorities
- In consultation with CREDC team and relevant committees, package and present research to develop EcDev solutions that invite engagement by CREDC's network of public and private partners to address business growth and expansion challenges in Clark County
- Represent and market business concierge services to business clients and the community-at-large
- Support programming for CREDC events, including our signature Grow Clark County series and luncheons
- Other duties as assigned by the President of CREDC

## ESSENTIAL KNOWLEDGE, SKILLS AND ABILITIES

Your robust background working with businesses at various points in the business cycle, combined with a strong ability to analyze, synthesize and report data-based findings, will make you a strong contributor. 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:

- Minimum of five years of economic development, business development, or public relations experience
- Demonstrated project leadership skills, and capacity for managing 1-2 direct reports
- Passion for CREDC's vision, building relationships and helping businesses in Clark County thrive
- Strong analytical skills and ability to synthesize thoroughly and deliver data
- Solid ability to build and maintain connections across new (startups) and established business executives as well as the public and community leaders
- Ability to adapt in a dynamic environment, with a strong sense of initiative, and while having fun
- 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 MSWindows programs, including Word, Excel and Power Point, and web-based apps
- 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
- Experience Equivalent to a four-year degree in business administration, management, public affairs, or communications-related field

## COMPENSATION

Anticipated starting salary range will be \$70-85,000, negotiable based on experience and performance record. Additionally, CREDC offers a competitive employee benefits package that includes: related community engagement time; medical, dental and vision insurance; employer-matched 401k plan; hybrid work from home scheduling; and a paid time-off package.

## APPLICATION DEADLINE

CREDC will be accepting and reviewing applications on a rolling basis until this position is filled, with first pass candidate considerations starting December 2nd. Please submit a cover letter and resume to Jennifer Baker at [info@credc.org](mailto:info@credc.org).