



Job Posting: Economic Development Project Manager

Overview. The Washington County Economic Alliance (WCEA), based in Greenville, MS, is leading a talent search for an economic development project manager.

Qualifications. Candidates for the position must possess a Bachelor's degree from an accredited college or equivalent experience in the area(s) of economic development, economics, planning, business, public administration, marketing, public relations, and/or real estate. Also, the candidate should have work-related experience in a similar field. Versatile and effective communication skills required include the ability to communicate openly, honestly and respectfully with a wide variety of people, demonstrating professional etiquette and judgment. Ability to use Adobe Creative Cloud (or similar) to create marketing material for county's marketable assets. Ability to speak publicly, give reports and make presentations is vital.

Preferred Qualifications. Candidates for the position have obtained economic development training through recognized institutions/organizations (i.e. Ouedi, IEDC) or Graduate's degree from an accredited college or equivalent experience in the area(s) of economic development, economics, planning, business, public administration, marketing, public relations, and/or real estate. Candidate proficient in graphic design, social media marketing strategies, videography, and advertising.

Key Responsibilities. The economic development project manager will be accountable for maintaining a high level of familiarity with the county's marketable assets, building and site characteristics, and local and state incentives. Additional key responsibilities include working with the executive director to develop programs and activities designed to generate sales leads and opportunities and convert leads to industry locations and expansions consistent with the WCEA's strategic plan; develop and maintain meaningful and effective professional relationships with statewide and regional economic development project managers, utility companies, real estate contacts and site location consultants as well as established and prospective businesses through continuous contact and communications to identify new business opportunities for Washington County; and respond to Requests for Information from project managers, site location consultants and industry prospects and develops proposals and other client-centered presentations.

Compensation. Will be determine based on skills and experience

How to Apply. For more information regarding the economic development project manager position with the Washington County Economic Alliance, please contact Will Coppage at 662.378.3141. A cover letter and resume may be sent electronically to wcoppage@wceams.com. The deadline for materials to be submitted is January 17, 2020. The anticipated start date for the position is February 2020.

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