

Chilton County Industrial Development Board is now accepting resumes for an economic developer. This position is responsible for planning and directing programs to encourage the expansion of existing industries and the establishment of new industries for Chilton County.

Bachelor's degree or related work related experience required. For a detailed job description log on to www.chiltoncounty.org

Resumes may be mailed to Chilton County IDB, P O Box 2066, Clanton, AL 35046 or faxed to (205) 280-7220. No phone calls please.

Job Opportunity

Position Title: Economic Developer, Chilton County Industrial Development Board

Reports to: Chilton County Industrial Development Board

Summary of Position: Under administrative direction, this position is responsible for planning and directing programs to encourage the expansion of existing industries and the establishment of new industries for Chilton County, Alabama, increasing the county's commercial tax base, and managing programs and activities designed to enhance the area's marketability (workforce development, infrastructure, industrial parks, etc.). Work involves establishing economic development goals; developing and implementing marketing, advertising, and public relations programs; seeking and attracting companies willing to move to or expand within the county; and advising county and municipal Industrial Development Boards on the establishment of policies, procedures, and practices which will promote and support economic development.

Essential Job Functions: The list of essential functions, as outlines herein, is intended to be representative of the tasks performed within this classification. The omission of an essential function does not preclude the Board from assigning duties not listed herein is such functions are a logical assignment to the position.

Provides guidance and advises the Board on the long range issues, goals and objectives for the county's economic development.

Actively works business and industrial projects as assigned by the Board.

Communicates and builds relationships with local elected officials and other centers of influence throughout the community to further enhance goodwill and build capacity to do projects.

Seeks industrial prospects through: personal contacts, news media, business periodicals/newspapers, the Alabama Development Office, consulting firms, utility companies/railroads, local construction companies/realtors, other allies, trips to selected cities.

Maintains good working relationships with municipal Industrial Development Boards, other development agencies, planning organizations and private firms in order to be of immediate assistance in working with business prospects.

Assesses county's economy and economic development needs, issues, attributes and barriers. Establishes goals and objectives; identified targeted audiences; and develops strategies, activities and programs to meet goals and objectives.

Assists local businesses with research and inquiries relative to their successful operation.

Promotes business and industrial development through personal contacts with community leaders, officials of existing business and industry, industrial real estate community and State and Federal agencies.

Acts as recording secretary for the Chilton County Industrial Development Board meetings.

Serves as a resource to county residents and other individuals wanting to start a new business.

Supervises and generally directs all the business and affairs of the CCIDB.

Secures and administers grant funds and donations for use in funding projects.

Education/Experience: Bachelor's degree or related work related experience or relevant certifications supplemented by 3-5 years experience implementing industrial/commercial development, marketing, and/or public relations programs; or an equivalent combination of education, training and experience.