# Fall River Redevelopment Authority Job Posting

# The Fall River Redevelopment Authority announces the following job vacancy:

Title: Economic Development Director

Date: July12, 2018

Salary Range: \$90,000 to \$130,000 annually

Hours: Monday through Friday 9:00am to 5:00pm

## Please submit a letter of intent, resume and three reference letters to:

Fall River Redevelopment Authority Attention: Kara O'Connell, Chairperson One Government Center. Fall River. MA 02722

Deadline Date: July 27, 2018

A complete Job Description may be obtained at www.fallriverma.org

#### **JOB SUMMARY**

Within the office of the Fall River Redevelopment Authority, the responsibilities of this position are to retain, grow and attract businesses, to increase employment opportunities and to create a more diversified, sustainable economy. The Director will provide strategic vision to the RDA's development efforts and leadership within the City's business community. The Director will oversee the development, implementation, management and operations of economic development programs within the City to promote job creation and job retention. The Director is responsible for establishing relationships with local businesses, educational systems, state and federal economic development offices and building public/private partnerships.

## KNOWLEDGE, SKILLS, AND ABILITIES

Comprehensive knowledge of economic development principles and programs; knowledge of urban and land development concepts; ability to interpret and explain regulations; ability to establish and maintain effective working relationships with city, state, and federal officials, associates and the general public; ability to gather and analyze facts to prepare reports and presentations; ability to prepare statistical and financial reports; ability to use standard office equipment and Excel, PowerPoint, Word and Publisher software packages; ability to communicate ideas effectively, both orally and in writing.

## **MINIMUM REQUIREMENTS:**

Bachelor's degree in economic development, urban planning, public and/or business administration or a related field from an accredited college or university. Seven to ten years of progressively responsible senior management experience in industrial, business or economic development. Preference will be given for CEcD or AICP designation. A master's degree is strongly preferred.

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