



Executive Director of Economic Development

The Executive Director of Economic Development performs high level professional work leading the James City County's economic development efforts to attract and maintain business and industry, while supervising the Office of Economic Development staff and its internal management activities. The Executive Director represents the County's economic development interests through direct proactive involvement with appropriate local, regional, and State organizations, committees, and task forces such as the Greater Williamsburg Chamber and Tourism Alliance and Virginia Economic Development Partnership. The Executive Director also directs and manages comprehensive economic development programs and tourism marketing efforts for the County; promotes value, importance, and elements of County's economic development program to local, regional, and State stakeholders; and promotes the County as a tourism destination.

Requirements

- Any combination of education and experience equivalent to a Bachelor's Degree in Economic Development, Business and Administration, Marketing, Public Administration, Economics, or related field; Master's Degree in related area and/or economic development institute course completion is preferred; extensive professional experience in economic development, marketing, or planning related activities, preferably, in local, State, or regional government.
- Must have considerable knowledge of the principles and practices of economic development, tourism and marketing; County and State regulations; business assistance programs; business cost structures; and of a broad range of commercial and industrial activities; must have considerable knowledge of leadership techniques, processes and procedures to assign work, supervise and train assigned staff.
- Must have the ability to communicate and work effectively with a wide range of different audiences including government officials, political representatives, investors, developers, business leaders, and staff members.

Compensation and Benefits

The salary for the position is \$105,000 - \$116,645 per year based on qualifications and experience. Benefits include participation in the Virginia Retirement System, paid leave, group life insurance, and medical insurance. James City County is an Equal Opportunity Employer.

About the Office of Economic Development

The Office of Economic Development offers low interest, tax-exempt industrial revenue bonds for eligible manufacturing projects as well as qualifying medical, assisted living, non-profit, or public facilities. SBA Loan packaging and low interest loan programs exist for qualified projects through the James River Certified Development Corporation. Many areas in James City County qualify for the USDA's Rural Development Business and Industry Guaranteed Loan Program.

Economic Development Authority (EDA) Board

Created to assist the county and its Office of Economic Development in expanding James City County's business tax base, the Economic Development Authority (EDA) is a voluntary board whose seven members are appointed by the County Board of Supervisors and serve staggered four-year terms.

About James City County

James City County is located within the Greater Williamsburg area and is conveniently an hour from Richmond and Virginia Beach. The area is well known for its historic attractions such as Colonial Williamsburg, Jamestown, and Yorktown as well as its amusement parks including Busch Gardens and Water Country USA.

Mission

We work in partnership with all citizens to achieve a quality community.

Vision

We are a historic place. James City County recognizes its unique historic identity as the site of the first permanent English speaking colony in 1607, the first business enterprise, and the beginning of representative government in America. We are a community that preserves and protects its irreplaceable assets for current and future generations and for visitors from around the world.

We value healthy minds and healthy bodies. James City County is a community that values and supports a high-performance education system for its children and adults as well as lifelong learning opportunities for all. We have easy access to a range of quality health care and a quality park and recreation system and leisure opportunities to promote wellness.

We have a special character. James City County is known for its beauty as reflected in open spaces, vistas and the health of its ecosystems. We have a sense of community because there is a range of quality housing that is thoughtfully and logically placed and developed with sustainability in mind. Our community feels safe in its neighborhoods, which are attractive, pleasant and welcoming places to live. Business and industry add to our character and want to locate and grow here. We are economically strong with a stable tax base and meaningful jobs. We have a safe, efficient multimodal transportation network that is interconnected with the rest of Hampton Roads and Virginia.

We are a community of choice. James City County is the County of choice for people of many income levels, cultures, and ethnicities.

We have first-class government. James City County Government focuses on the needs of the community by fostering citizen participation and involvement in local government. By maintaining a well-trained, professional and ethical staff, we continually strive to make James City County the best community to live, work and visit.

Values

Integrity. Earning confidence and respect by aligning our values, words and actions; being respectful, honest, ethical and trustworthy, and following through on commitments.

Collaboration. Making better decisions by building partnerships and sharing knowledge and resources; involving diverse people and inviting different perspectives while communicating openly and effectively.

Excellence. Providing outstanding customer service by striving to be the best in everything we do; doing things well, being responsive, flexible, creative, and open to change, and being a continuous learner.

Stewardship. Improving our quality of life by safeguarding and enhancing the resources entrusted to us; learning from the past as we look forward, meeting the needs of the present without compromising the future, and valuing the public and the resources they have entrusted to our care.

More information regarding the County and surrounding areas' quality of life can be found at the following websites:

- James City County: www.jamescitycountyva.gov
- City of Williamsburg: www.williamsburgva.gov
- York County: www.yorkcounty.gov
- Greater Williamsburg Chamber & Tourism Alliance: www.williamsburgcc.com