



McMinn County Economic Development Authority is currently accepting resumes for the following position:

Executive Director

This full-time position is responsible for leading the organization and working closely with the Economic Development Authority Board of Directors and others in promoting the business and economic development interests within McMinn County, Tennessee. This position will work to provide guidance to individuals and companies to establish, relocate, or expand their businesses within the county. The position will include assisting in the planning and coordination of projects, assisting businesses in the application process with local and state permitting, and providing research for sponsored projects. This position requires proactively advertising and recruiting industrial prospects as well as building and maintaining relationships in the community. This position also provides assistance in the development of short- and long-term economic development plans as well as the gathering of information and preparation of studies, reports and recommendations to achieve such goals. This will involve the preparation and maintenance of information on utilities, taxes, zoning, transportation, community services, financing tools, and incentives, in order to respond to requests for information for economic development purposes, and the coordination with other departments and agencies as needed. This position reports directly to the Board of Directors.

Education and Experience:

Candidates must have a minimum of a bachelor's degree in business, marketing, finance, economics, public administration, planning or a related field from an accredited college or university. Economic development related experience and/or certification preferred.

Competitive compensation structure.

Resumes with cover letter must be submitted to the email address below and received by October 30, 2020 to be considered.

Send resume to:
MCEDA Search Committee
HumanResources@MakeItInMcMinn.org.

The McMinn County Economic Development Authority is a public-private non-profit partnership. The mission of the McMinn County EDA is to facilitate the creation and retention of quality jobs for the citizens of McMinn County, TN and to increase capital investment in McMinn County through a targeted marketing plan and regional partnership programs.

It is the policy of the McMinn County Economic Development Authority not to discriminate against any employee, or applicant for employment on the basis of race, color, religion, sex, national origin, disability, age, or veteran status.

For more information about McMinn County Economic Development Agency please visit our website at www.makeitnmcminn.org.