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# Employment Opportunity

Please post in a location accessible to all employees

<b>Position:</b>	<b>Economic Development Director</b> <i>Permanent, Full-Time, Exempt</i>
<b>Department:</b>	Economic Development
<b>Description of Duties &amp; Responsibilities:</b>	Planning, organizing, and directing the operations of the Economic Development Department performing promotional and consultative work in developing and directing an economic development program for the county; serves as an initial contact for potential industries and business considering new location/expansion; maintains information about available properties, area utilities, and workforce; develops grants/funding sources to support infrastructure improvements; coordinates with a wide variety of local, regional and state agencies; serves as staff resource and technical consultant to the County's Business & Industry Advisory Committee, and to the Board of Commissioners.
<b>Education &amp; Experience Requirements:</b>	A bachelor's degree in business, planning, public administration, economics or related field and five to ten years of directly related experience; or a master's degree and at least two years of directly related experience.  Jackson County residency required - candidates must be willing to relocate to Jackson County if not a current county resident.
<b>Starting Salary &amp; Benefits Information:</b>	Salary Range: \$53,734.11 – \$66,811.61 dependent upon direct and/or indirect experience.  Jackson County provides a robust offering of employee benefits including: employer paid medical and dental benefits, participation in the Local Governmental Employees' Retirement System, paid leave (vacation, sick, and holiday), Employee Clinic, Wellness program, and supplemental benefit offerings. A full overview of benefits is available at <a href="https://www.jacksonnc.org/employment-opportunities">https://www.jacksonnc.org/employment-opportunities</a>
<b>Application Requirements:</b>	Submit a completed Application for Employment to: Jackson County Human Resources Department 401 Grindstaff Cove Road, Suite A-218 Sylva, NC 28779  The Application for Employment is available online at: <a href="https://www.jacksonnc.org/employment-opportunities">https://www.jacksonnc.org/employment-opportunities</a> or may be obtained at the Jackson County Human Resources Office or the Sylva branch of the NCWorks Career Center.
<b>Closing Date:</b>	<b>February 19, 2021</b>

**Jackson County is an Equal Opportunity Employer**

*Pre-employment drug screen and criminal background checks are required  
Jackson County participates in the federal E-Verify program*