

EXECUTIVE DIRECTOR

The Alliance for Economic Success, an economic and community development corporation serving Wexford, Benzie, and Manistee Counties, is seeking a seasoned professional to fill the Executive Director role. This individual will serve as the primary point-of-contact and manager of the organization.

The Executive Director will report to the AES Board of Directors, which consists of representatives of the three counties the organization serves.

The ideal candidate will have excellent communication and interpersonal skills and serve as the face of AES. The successful candidate will have the ability to build relationships with multiple partners and communicate about the work that AES does to its primary funding sources.

The AES economic development model is based on a "ground-up" approach, helping counties and their respective communities achieve economic prosperity through implementation of locally established community and economic development priorities. As such, it is not a traditional economic development corporation. AES partners with both private and public entities, supporting retention and expansion of businesses, housing development, tourism-based recreation development, and community development. AES also supports local units of government, providing added capacity in development/redevelopment projects, regulatory reform, strategic and community planning, and grant procurement and management.

The programs and projects led or facilitated by AES vary greatly from community to community because of the commitment to support local unity around "ground-up" priorities and goals. In an increasing number of cases, AES services encompass multi-jurisdictional initiatives that include planning, infrastructure prioritization, and regional resource development.

Major Duties Include

The Executive Director will lead the following areas of focus:

- Developing and overseeing implementation of an annual operating plan and budget based on the strategic plan and direction of the Board
- Maintaining open communications, which includes routine reporting to funding partners and local units of governments
- Establishing and maintaining partnerships with private businesses, local units of government, regional, state, and federal agencies, and private foundations, which may include fundraising efforts for the organization
- Team building, leadership, and governance within the organization
- Aligning the services and projects AES provides with resources to fulfill the project commitments made by funders (this may include seeking consultants, grants, programs, etc. to achieve the goals of projects}
- Managing AES staff, including consultants and partners, and ensuring that all associated personnel focus their time and energy on the following: strategic initiatives, talent attraction, work-force housing, infrastructure development, capital and other forms of fund development, development-ready Initiatives, and other place-making initiatives

Other responsibilities include but are not limited to:

- Measuring and reporting on the performance of initiatives led by the AES and its partners
- Identifying and assessing funding opportunities to support the organization and associated economic development initiatives
- Recognizing strengths and weaknesses within the AES service area and responding accordingly
- Creating a "pull-through" of private and public funding to address community priorities involving community and economic development

Position Requirements

- Bachelor's degree in business, non-profit organizations, community development, economic development, public administration, or relevant subject from an accredited college or university
- Proven ability to work collaboratively with a wide audience
- Excellent verbal and written communication skills
- Minimum five (5) years of experience in community and economic development and/or management of a non-profit organization
- Experience in a senior management position preferred
- Advanced degree in a related field is a plus
- Proven experience working with governing boards and managing staff
- Comfortable speaking publicly and communicating with AES funders, partners, the public, and other constituents and stakeholders about the depth and breadth of the work performed by AES and its consultants
- Demonstrated fiscal accountability and budget management skills
- Fund development and grant writing abilities to support AES clients based and their priorities
- Excellent organizational skills, including the ability to track progress toward project completion
- Ability to work collaboratively and cooperatively with AES Board, county officials, state, regional and federal representatives, chambers of commerce, business councils and associations, workforce development organizations, and other stakeholders and partners to create a competitive business environment leading to greater job opportunities for residents and a more diversified economy and tax base

Compensation

The position offers an annual salary dependent on selected candidate's specific qualifications.

Response

Interested candidates should send their resumes prior to September 1, 2017 to:

Ms. Kelly Smith
 Board President
 Alliance for Economic Success
 395 Third Street
 Manistee, Michigan 49660
 231-723-4325 ph
 231-723-3717 fx
 website [Alliance for Economic Success](#)

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