

NORTHWEST GEORGIA REGIONAL COMMISSION

Regional Economic Recovery Coordinator

The Northwest Georgia Regional Commission is seeking qualified candidates for the position of **Regional Economic Recovery Coordinator**. Duties include serving as a liaison in identifying potential resiliency, mitigation, and economic recovery projects in northwest Georgia's communities. The Economic Recovery Coordinator will develop projects, write and administer grant applications, and market NWGRC project development and management services to local governments as they relate to economic recovery. This position will work closely with local community leaders and, therefore, will be expected to travel throughout the region. This is a two-year position that will terminate no later than June 30, 2022.

Knowledge of CED theories, principles, practices and grant-in-aid assistance is necessary. Knowledge of computers, interpersonal relationships, and oral/written communications is required. Qualified applicants should, at a minimum, have a bachelor's degree in Public Administration, Public Policy, Urban Planning, Business, or related field from an accredited college or university and one to two years related experience and/or training; or an equivalent combination of education and experience. A master's degree in Public Administration, Public Policy, or Business Administration is preferred.

Northwest Georgia Regional Commission provides services to 15 counties and 49 cities in Northwest Georgia through its office located in Rome, Georgia. Services are driven by the regional vision: *to improve the quality of life for every Northwest Georgia resident, through orderly growth, conservation of the region's natural and historic resources, and care and development of the region's human resources.* The candidate must be available for daily travel within a 15-county region and limited overnight travel.

This is a temporary, full-time position with a starting salary in the \$35,000 - \$40,000 range. Our employees enjoy excellent benefits package with paid time off, health, dental and vision insurance, healthcare/childcare spending accounts, and 401K benefit package, and other workplace incentives.

E-verify, drug screening, and background checks **are required** for all new hires.

Position open until filled.

Employment application may be obtained at www.nwgrc.org or by calling (706) 295-6485.

Interested persons should submit an application, cover letter, resume, writing sample, and references to the address below:

Human Resources
Northwest Georgia Regional Commission
1 Jackson Hill Drive, NE
P O Box 1798
Rome, GA 30162-1798

Or via e-mail to:
acarden@nwgrc.org

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