



Job Description: Director, Greater East Grand Economic Council

Employment Category: Full time Exempt; an employee of the Sunrise County Economic Council

Salary Range: \$65,000 to \$80,000 per annum based on education and experience

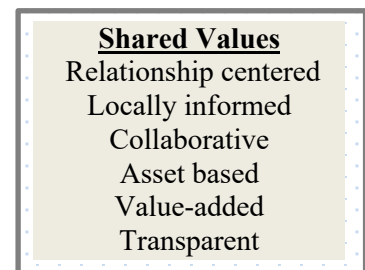
Job Location: Danforth, Maine (a mix of in office work, in-person meetings, and remote work is required)

Start date: ASAP

The Greater East Grand Economic Council's (GEGEC) mission is to advance the economic well-being of the people living in the Greater East Grand Region by providing economic development assistance to twelve widely distributed communities, situated in a distressed and remote area of Eastern Maine. The communities in the region are Amity, Orient, Weston, Bancroft, Haynesville, Glenwood Plantation, Reed Plantation, Drew Plantation, Brookton, Forest, Forest City and Danforth. Established in 2021, GEGEC is prepared to hire its first permanent leader.

The Sunrise County Economic Council's (SCEC) mission is to create jobs and prosperity in Washington County, Maine. SCEC serves as the fiscal agent for the GEGEC. This partnership allows SCEC to better serve a remote part of Washington County and provides GEGEC the administrative and fiscal support required for a new organization.

Together, the organizations believe that engaged residents inspired by a collaborative and coordinated economic development effort can turn the regional assets into opportunities and create an economically stable, unified and collaborative constellation of remote, rural communities that attract, welcome, and retain people of all ages to live, work, visit and play.



GEGEC pursues its mission through:

- Stewardship of the long-term vision for the region's economic wellbeing.
- Advocacy for strategic choices that promote economic vitality.
- Convening and facilitating regional planning efforts that advances the region's priorities.
- Collaborative partnerships that help plan, fund and execute priorities in the strategic plan.
- Professional, financial and technical support for projects designed to increase employment thru entrepreneurship, business succession and development; tourism; and the professional development of area youth/young adults.

The Director's Responsibilities

The Director provides overall leadership, guidance and direction to GEGEC. This position is responsible for achieving GEGEC's mission, accomplishing its strategic goals, supporting the Board, supervising and coaching the consultants and/or staff, maintaining existing revenue sources, and identifying new revenue sources and opportunities to advance the organization. The Director is supervised by the SCEC Executive Director..

- **Supports the Board.** Serves as the chief staff person to the Board of Directors and provides the Board with all appropriate data such as financial statements, fund raising reports, program status reports and other information as necessary.
- **Program Development and Implementation.** Designs and manages projects and programs to achieve the organizations mission and advance GEGEC's strategic plan.
- **Strategic Alliances and Partnerships.** Serves as the chief spokesperson for GEGEC. Develops and maintains complementary working relationships with a variety of public and private organizations, communities and individuals.
- **Human Resources.** Contracts and manages consultants and/or local project assistants retained from time to time to advance priorities.
- **Financial.** Assists the Board in developing a sustainable financial model. Secures funds for GEGEC through grant proposals and other revenue generating opportunities. Prepares financial updates for the Board with SCEC's finance department.
- **Strategic Planning and Development.** Assists the Board in revising the three-year strategic plan. Establishes and meets annual performance objectives approved by the Board.
- **Public/Private Sector Coordination.** Develops ideas, projects, and initiatives where public and private resources can be maximized to mutual advantage. Conducts GEGEC's work in a non-partisan and objective manner. Meeting design, public speaking, and facilitation.
- **Public Relations and Communications.** Maintains ongoing communications with the residents and businesses about GEGEC's and partners work through social media, local newspapers and presentations to town selectboards.

Competencies

Rural economic development
Non-profit governance and administration
Building authentic relationships
Community-based program design and implementation
Foundation and government relationship building
Research and evaluation proficiency

Qualifications

Primary

- Significant economic development experience, preferably in rural Maine economies
- Knowledge and skill as a leader in strategic development and policy making
- Ability to find mutual objectives among diverse groups and build consensus
- Work experience in relevant field (public policy, economics, business management, etc.)
- Ability and willingness to live in the Greater East Grand Region and if not already here, to move to the region within 6 months of the date of hire.
- Demonstrated ability to implement projects and priorities with multiple stakeholders
- Business planning and development
- Successful fundraising experience

Desirable Qualifications

- Experience in and knowledge of Maine's economy and government
- Experience in and knowledge of Washington and Aroostook counties
- Knowledge of and commitment to economic development in rural Maine
- Risk orientation; enjoyment from working in complex situations
- The ability to work productively in overlapping, complex systems
- Demonstrated success in organizing, motivating, and managing professional people
- Experience in management, budgeting, supervision, communication, and collaboration
- Strategic planning
- Economic analysis
- Ability to communicate confidence and credibility among local community leaders and residents, government, business, and non-profit sectors

Application Process

Interested applicants please go to <https://sunrisecounty.isolvedhire.com/jobs/> to apply or submit a cover letter, resume, and contact information for three (3) references by email (crudelitch@sunrisecounty.org) or mail (SCEC; 7 Ames Way; Machias, ME 04654). All submissions will be acknowledged and are confidential, and any questions should be directed to Charles Rudelitch at (207) 255-0983. Applications submitted by Friday, July 7, 2023 will receive priority.

The search will remain open until a qualified person is hired. SCEC is an equal opportunity employer.

There is more information about the Greater East Grand Region at www.eastgrandregion.org and Sunrise County Economic Council at www.sunrisecounty.org