

Economic Development Coordinator

Associated Governments of Northwest Colorado (AGNC) is an organization serving the needs of local government members throughout a five-county region in Northwest Colorado. AGNC is a designated Economic Development District (EDD) and works with regional partners in the implementation of the regional Comprehensive Economic Development Strategy (CEDS).

Job Description

Associated Governments of Northwestern Colorado is working to address the economic distress resulting from the impacts of COVID in the region. To address the impacts of COVID and identify potential mitigation opportunities, AGNC will engage an Economic Development Coordinator to work with economic development organizations throughout the region including, but not limited to, institutions of higher learning, business, tourism, and agricultural groups to identify opportunities to retain, expand and/or modify plans that will aid in regional economic recovery and resiliency. The Economic Development Coordinator will assist organizations in identifying potential implementation funding sources, including but not limited to, state and federal programs and grants, private foundation funding, revolving loan funds and venture capital funds. To support his work, we are seeking a candidate with strong collaboration skills, a background in innovation, and experience in identifying opportunities for diversifying economies.

Responsibilities and Duties include but are not limited to:

- Collaborate with economic development organizations throughout the AGNC region to determine and support recovery efforts for each community/county.
- Assist with the development of economic recovery and resiliency frameworks for the counties within the AGNC region.
- Collaborate with stakeholders to ensure that the economic needs of each county are addressed by identifying opportunities to overcome resource gaps that may hinder implementation of economic plans.
- Develop an effective job creation strategy for the counties in the project region.
- Provide strategies for encouraging innovation in the region by focusing on existing strengths of the region and plans developed to retain, attract, and diversify economies.
- Collaborate with those engaged in the development of a region economic recovery and resiliency plan for the region.
- Prepare applications for funding to local, state, federal, non-profit agencies in support of economic plans as appropriate.
- Develop a plan to encourage other industries, local innovation, and business clustering in the project region.
- Track and report economic development activities
- Other responsibilities as identified that will result in positive economic development results across the AGNC region.

Skills and Qualifications include but are not limited to:

- Minimum 3 years' experience in economic development, marketing, or related field.

- Experience with business support, i.e., retention, expansion, job creation.
- Strong public relations, collaboration, and marketing skills.
- Excellent written and verbal communication skills.
- Ability to demonstrate above average mathematical skills including, but not limited to, budgets, time reporting, cost/benefit analyses
- Ability to multi-task and interact in a dynamic and varied regional environment using independent judgment and personal initiative.
- Ability to work independently and exercise appropriate judgment in absence of supervision.
- A valid driver's license and good driving record are required.

Preferred Qualifications

- Specialized knowledge of the local economies in the AGNC region.
- Experience with grassroots innovation.
- An understanding of regional economies, economic drivers of the region and impacts of COVID-19 to businesses and industries in the region.
- An understanding of domestic supply chain and industry.
- Ability to develop working relationships with institutions of higher learning and other strategic entities that could add value to the economic recovery of the region.

Working Environment and Compensation

This is a full time, contractual position. The successful candidate will have a blended work environment including working remotely, working in the AGNC office in Rifle, Colorado, and traveling throughout the region and other parts of the state or other locations as needed. The contract for this position will run from the date of hire through June 30, 2022. Compensation will be billed hourly and will directly support the regional economic plan. Work hours are flexible.

To Apply

Send a cover letter and resume to Bonnie Petersen at bonnie@agnc.org by close of business February 19, 2021.