

LEADERSHIP OPPORTUNITY

The Joint Industrial Development Authority (Joint IDA) is seeking an experienced, strategic, and community-minded Executive Director to lead economic development efforts for Wythe County, the Town of Wytheville, and the Town of Rural Retreat.

The Executive Director will lead initiatives to attract new businesses and industries, support existing businesses, market available and commercial sites, and advance site and infrastructure development. The position serves as the chief advisor to the Joint IDA Board and works closely with local governments, businesses, developers, utilities, regional and state partners, and community organizations.

KEY RESPONSIBILITIES

- Lead business recruitment, retention, and expansion efforts.
- Research target industries and develop strategies to attract new investment and jobs.
- Market available industrial parks, commercial properties, buildings, and development sites
- Coordinate efforts to prepare, grade, improve, and advance development-ready industrial sites
- Work with businesses, developers, site selectors, utilities, engineers, and government partners on development opportunities.
- Build strong relationships with local, regional, and state economic development partners.
- Develop marketing strategies that promote the Joint IDA and the communities it serves.
- Advise the Board on economic development opportunities, policies, programs, and emerging issues.
- Identify grants, incentives, and other resources to advance economic development.
- Oversee the day-to-day operations of the Joint IDA and assigned staff.

THE IDEAL CANDIDATE

Qualifications include:

- Bachelor's degree from an accredited college or university in public administration, economic development, or a related field.
- 3-5 years of responsible experience in economic development, local government, or a related field.
- Strong relationship-building, communication, presentation, organization, and analytical skills.
- Ability to work effectively with businesses, government officials, developers, elected officials, and community partners.
- Ability to evaluate opportunities and provide sound recommendations to the Board.

Preferred qualifications include:

- Experience and knowledge of Virginia laws, regulations, and programs related to economic development, industrial development authorities, local government, incentives, and public finance.
- CECD certification or progress toward certification.



TO APPLY

- Visit wytheville.org/employment
- Complete a Town of Wytheville Employment Application form.
- Submit completed application, resume, and cover letter by email to human.resources@wytheville.org or in person by visiting Town Municipal Building front lobby at 150 E. Monroe St., Wytheville, VA, 24382.
- Applications will be accepted until position is filled.

WHY JOIN THE JOINT IDA?

This is an opportunity to lead economic development initiatives and help shape the economic future of three Southwest Virginia communities.