



## **Chief Operating Officer**

The *Chief Operating Officer (COO)* will be responsible for providing leadership in the RDA's efforts to support economic development and redevelopment throughout the Region. Through strong communication, problem solving, capacity building, legislative awareness and financial leveraging, the COO will work to solidify and foster new relationships and stronger regional collaboration.

The following are areas of critical responsibility:

- Leadership
  - Interact proactively and consistently with RDA Grantees, partners, and stakeholders;
  - Serve as a legislative liaison through work at local, state and national levels
  - Serve as advisor/liaison to the President and CEO regarding all RDA functions
  - Experience working with Boards, Board Governance and Strategic Planning
  
- Fiscal Management
  - Focus on capacity building through identification and attainment of additional financial and project resources
  - Assist the President with development of relationships with national, state and local entities to promote significance of NWI region;
  - Provide assistance with all contract negotiations;
  - Work with local municipalities on finance, budget and economic development issues
  - Seek out, develop and submit grants to support RDA mission and vision
  
- Operations
  - Provide assistance and serve as liaison to RDA contractors;
  - Lead, coach, develop and retain RDA staff as appropriate;
  - Provide guidance and oversight to utility and land acquisition projects;
  - Provide day-to-day project management of other types of development projects;

Additional essential qualifications and skills include:

- Master's Degree preferred
- 5+ years experience in management position
- Degree concentrations preferred include: Public Administration, Environmental Planning, Project Management, Economic Development;
- Demonstrated communication, organizational and leadership skills;
- Ability to travel in and out of state as required;

*Equal Opportunity Employer.*

Qualified candidates should submit their resume via email to: [information@successwithods.com](mailto:information@successwithods.com)

**Organizational Development Solutions, Inc.**