



BIRMINGHAM

Vice President of Economic Development

Position Title: Vice President of Economic Development

Reports To: President & CEO

Classification: Salaried/Exempt

Position Summary:

The Vice President of Economic Development is responsible for developing and executing a strategy to proactively recruit new growth-oriented businesses, retain legacy businesses and strengthen existing businesses to further job growth, investment, and redevelopment in downtown Birmingham and priority business districts. The VP will support REV's mission to create vibrant commercial districts by fostering an inclusive and vibrant downtown and elevating the area's economic development profile regionally and nationally. The VP will identify strong and viable local, regional and national businesses with capacity to grow into the city of Birmingham; sell them on the economic potential of investing in the Birmingham market; work with property owners, developers, brokers, and REV's real estate team members to devise strategies for readying key properties for recruitment; and connect REV's clients to services and programs to facilitate strong economic growth. The VP will help build out REV's economic development program across market sectors.

Critical Roles:

- 1.** Develop and implement strategies and programs for business recruitment, retention, growth and expansion consistent with REV's objectives for key market sectors for downtown and priority neighborhood districts to grow jobs, create vibrancy and curate a strong business mix;
- 2.** Create annual targets for business/job recruitment and retention and occupancy and regularly report on impact;
- 3.** Identify, recruit and assist local and regional business owners in expansion efforts that further economic growth and vibrancy in Birmingham, filling vacant spaces specifically in downtown and priority neighborhood districts;
- 4.** With REV team members, develop strategies, materials and tools to communicate REV's economic development services and promote to business targets across market sectors;

5. Work with property owners, developers, and brokers, in coordination with the REV team, to catalyze the development of key sites in priority districts in line with REV's strategic, place-focused goals;
6. Proactively market Birmingham and, specifically, priority districts such as the City Center and Switch Innovation District to currently untapped markets of strong and growing businesses in the metro area and region;
7. Manage REV's Innovate Alabama Tax Credit program, including development and implementation of strategies to support innovative companies to open and expand in Birmingham, collection of data from participating companies, and distribution of program incentives;
8. Establish and maintain relationships with economic development organizations, financial institutions and government entities to build strong partnerships as a means of growing REV's place in Birmingham's economic development ecosystem;
9. Perform other duties and assume other responsibilities as assigned.

Knowledge, Skills, and Abilities:

1. Familiarity with Birmingham's economic development ecosystem, along with the place-focused context in which REV works;
2. Proven ability to generate leads and work those leads to committed prospects or projects.
3. Solid working knowledge of how real estate transactions work and motivations/needs of tenants, property owners and brokers.
4. Strong understanding of the skills and best practices of the economic development industry both inside and outside of Alabama, as well as solid working knowledge of economic development tools and incentives and how to help clients and prospects access them;
5. Ability to think and plan strategically, with further ability to carry developed plans to completion and success;
6. Ability to lead, collaborate with and motivate team members in successfully accomplishing the strategic goals or projects of the organization;
7. Ability to communicate effectively, both orally and in writing, using a thorough knowledge of English grammar, spelling, and punctuation rules;
8. Ability to provide concise, thorough and articulate reports and presentations to a variety of audiences in both oral and written form;
9. Effective computer skills (Proficient in Microsoft Word, PowerPoint and Excel experience required; Salesforce preferred); and a willingness to master new programs to enhance REV's effectiveness;
10. Friendly, timely customer service and follow-up;
11. Ability to prioritize responsibilities, complete and delegate tasks, and efficiently manage time independently to accomplish a variety of duties, with limited oversight from REV management;

12. Proven ability to build and maintain positive, effective working relationships with stakeholders, such as business owners, partners, public officials, community members, the REV Board and funders, to work cooperatively towards REV's mission;
13. Ability to mentor and manage REV team members as assigned and as projects dictate;
14. Ability to practice an appropriate level of confidentiality.

Physical Requirements:

Requires the physical mobility to sit and walk for moderate periods of time and to occasionally carry or lift objects weighing up to 20 pounds. Reasonable accommodations may be provided as necessary.

Qualifications:

1. Bachelor's degree in Economics, Business, Marketing or similar relevant field of study, with substantial experience in entrepreneurial business planning;
2. Ten - fifteen years' experience in positions involving similar job responsibilities required. Experience in non-profit, entrepreneurial or quasi-governmental environment preferred;
3. Proficiency in typical office procedures and routines, and with office equipment;
4. Flexibility to facilitate / participate in meetings and events outside of core business hours (i.e. nights, weekends, etc.); and
5. Valid driver's license for traveling between local businesses, organizations and other locations.

Interested candidates should email a resume and cover letter to David Fleming, President & CEO, at jobs@revbirmingham.org.