

Clarksville

MONTGOMERY COUNTY, TN
ECONOMIC DEVELOPMENT COUNCIL ®

President / Chief Executive Officer



25 Jefferson St. Suite 300 Clarksville, TN 37040



About Clarksville-Montgomery County

Named the #1 Best Place to Live in America by Money.com in 2019, Clarksville, Tennessee is historic, charming, rich in scenic beauty, abundant in outdoor recreation, and has a thriving business climate! Located a short 40 minutes from the honkey-tonk of Nashville, Clarksville is a historic riverfront suburb unmistakably on the rise. Home to the 101st Airborne Division at Fort Campbell and the fastest growing university in the state – Austin Peay State University. Clarksville is a young patriotic community full of opportunities with a median age of only 29!

An exceptional quality of life, excellent business climate, and quality schools are all reasons mainstay household names such as LG Electronics, Bridgestone Metalpha, and Hankook Tire selected Clarksville for their operations. Nothing says growth in the technology sector quite like the addition of Google to a community. In 2016, Google announced an investment of \$600 million in Clarksville-Montgomery County for its 15th and most advanced Google Data Center.

Solidifying the area as a great place to raise a family are the affordable living options and the award-winning public-school system. Clarksville-Montgomery County School System (CMCSS) boasts a 94% graduation rate (2018-2019) and ten reward schools performing in the top 5% of the state. Three higher education options, including Austin Peay State University, Nashville State Community College - Clarksville Campus and the Tennessee College of Applied Technology's Clarksville campus provide plentiful educational opportunities.

New developments in the community are thriving – with plans underway for a \$130 million Multipurpose Event Center in the heart of downtown Clarksville adjoined by a \$50 million, 4-acre retail development - plus, a 40,000 square foot Conference Center near the area's major medical district to include a hotel and office space, as well as additional retail and dining options. All of that coupled with a friendly community – it's no wonder people who have experienced the small town charm and classic hometown America feel of Clarksville don't want to leave.

Clarksville-Montgomery County Economic Development Council

The Clarksville-Montgomery County Economic Development Council (EDC) is a 501(c) (6) entity organized to develop, direct, and maintain economic development strategies to further and advance the general welfare and economic prosperity of Clarksville-Montgomery County and the surrounding area. The EDC has been jointly organized by the Industrial Development Board of the County of Montgomery (IDB), the Clarksville Area Chamber of Commerce (CC), and the Clarksville-Montgomery County Tourist Commission d/b/a Convention and Visitors Bureau (Visit Clarksville) and will have a Chief Executive Officer (CEO), with oversight, supervision, evaluation, daily direction, hiring, and termination authority over the employees of the EDC which will each work in whole or in part with the missions of each separate entity carrying out their statutory duties as required by law.

President/CEO

The President/CEO is responsible for the development and execution of the Board's strategic plans, stewardship of its powers and resources, as well as the day-to-day performance of all staff regardless of functional area of membership affiliation. The President/CEO also serves as Executive Director of Aspire Clarksville Foundation, Inc. (Aspire) which is a 501 (c) (3) organization whose mission is to continuously improve the economy and the livability (quality of life) of the community by attracting significant capital investment and expansion by businesses and corporations, thereby creating better opportunities and higher paying jobs for our residents which will lead to long-term prosperity for Clarksville-Montgomery County.



Responsibilities and Duties of the President/CEO:

- Prepare and implement a proactive comprehensive strategic plan to include a marketing strategy with results-oriented benchmarks and an annual success reporting system largely based on the “Five Year Blueprint”. (EDC is in Year 2 of 5 Year Plan.)
- Prepare and maintain the day-to-day job descriptions and tasks of the EDC employees to meet the goals of the Board. Additionally, the President/CEO shall review and make any change needed to the job descriptions/positions of the EDC employees at least annually for the budget process and for the inclusion in the Yearly Budget for the EDC.
- Support and promote the mission of the Clarksville Area Chamber of Commerce which focuses on and represents the interests of the business community and its membership by advancing community development, promoting the business and economic environment, and improving the welfare of the community by enhancing the quality of life in the region.
- Support and promote the mission of Visit Clarksville to positively influence tourism for the Clarksville-Montgomery County Area by promoting attractions, hosting conventions, sporting events and tour groups, and engaging in large-scale marketing efforts.
- Support and promote the mission of IDB which focuses on business and industry in the region, nation, and on an international scale. This is primarily performed with coordination and in concert with the Industrial Development Board.
- Work with the EDC Board of Directors and direct the Vice Presidents of Economic Development to ensure support and coordinated economic development activities.
- Communicate with the Montgomery County Mayor and the Mayor of the City of Clarksville on a consistent basis on the ongoing strategies and projects of the Clarksville-Montgomery County Economic Development Council.
- Develop planning strategies with the member-entities to attract new businesses through an aggressive outreach to identify customers/prospects and encourage expansion and retention of existing businesses to promote a stronger economic base.
- Build beneficial relationships with regional and state economic development organizations and government officials, including but not limited to Tennessee Department of Economic and Community Development, Tennessee Department of Tourist Development, Tennessee Department of Labor and Workforce Development, among others.
- Keep abreast of the advances, procedures, regulations, technology, and other market-related changes in all areas related to economic development.
- Oversee and elevate to the highest potential all administrative functions of the EDC including financial reporting, human resources, benefits management, office management and information technology.
- Serve as Executive Director of Aspire Clarksville Foundation, Inc. to retain current funding and to secure additional and future funding sources for the EDC and Aspire Clarksville Foundation, Inc.
- Represent the Central Business Improvement District (CBID) to promote the advancement of economic development and quality of life within the CBID.



Duties, Functions, and Responsibilities continued..

- Maintain strict confidentiality and discretion on sensitive economic development issues.
- Notify the Board Chairman of the Economic Development Council and the three member entity Chairs of any issues within the organization that could result in the termination of an Executive Director.
- Identify under-engaged leaders that represent the diversity of our community and recruit them to invest their talents in growing the economy through a rewarding Committee and Board experience.
- Expect President/CEO to serve in civic organizations/boards in order to understand the community and make personal and business connections to succeed in mission of EDC. Any board appointment subject to approval by EDC Executive Committee which shall not be unreasonably withheld.
- Implement and maintain the internal control system throughout the organization effectively.

Knowledge, Skills, and Abilities

- Knowledge of private and public finance and the ability to analyze financial statements and assist with business plan development.
- Knowledge of program and resource development (fundraising)
- Understanding of Local and State Government including knowledge of local government administration and budgetary methods and procedures to work effectively for the organization.

Education and Experience

Qualified applicants will have a Bachelor's degree in business or public administration, marketing, or related field and must have known track record as a senior executive or manager for five or more years in corporate, economic development, chamber, political, community or non-profit management areas. Experience in an economic development organization or equivalent and a Master's degree is preferred.

The Ideal Candidate

The ideal candidate must exhibit strong coordination and relationship-building skills in working with the entire organization and set a positive example of competence, professionalism, energy, and work ethic to the organization and community. A record of accomplishment in economic development recruitment and retention efforts, and experience in working and reporting to a Board of Directors and building consensus with diverse constituencies is essential to the success of this position.

The ideal candidate will be a strategic leader who cultivates inclusive leadership among Board members and motivates staff to achieve excellence. Effective communication along with strong collaboration and team building skills will be necessary for this individual to be successful. Advanced written and oral communication skills in addition to presentation and public speaking skills are imperative.

This individual must have superior personal and professional integrity and be able to adhere to the highest ethical and moral standards and be able to display transparency.

Salary

The Clarksville-Montgomery County Economic Development Council is offering a competitive salary commensurate with experience and a comprehensive benefits package. Relocation assistance will also be available for the successful out-of-area candidate.

How to Apply

Interested applicants should forward a cover letter and resume for consideration to:

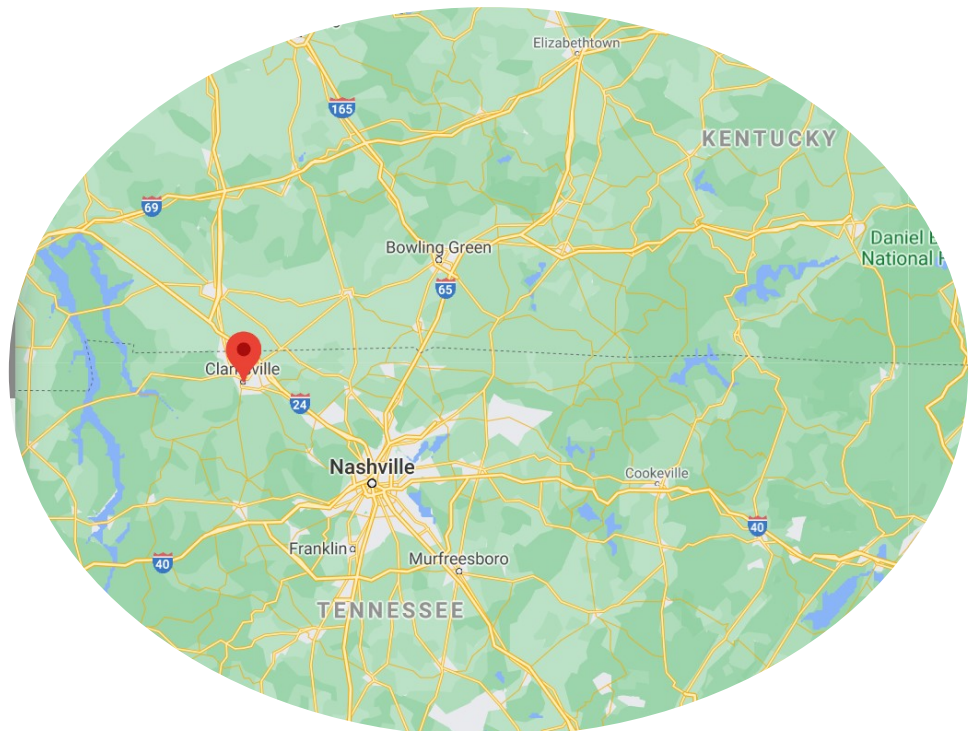
resumes@affionpublic.com

Reference: CMCEDC

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Delivering Leaders.



The Clarksville-Montgomery County Economic Development Council is an Equal Employment Opportunity Employer.