

# Economic Development Director

## Jefferson County, Kansas

Jefferson County, Kansas is looking for an experienced, highly motivated self-starter economic development professional. Jefferson County is located in the triangle between Kansas City, Topeka and Lawrence.

Following the implementation of a new Strategic Plan two years ago, Jefferson County has been working on:

- ❖ Business Retention and Expansion;
- ❖ Organizational Leadership and Management;
- ❖ Identifying potential sites for industrial and commercial growth;
- ❖ Incentive programs for business and industry;
- ❖ Housing needs;
- ❖ Communication with the public and new marketing strategies;
- ❖ Attraction of new business and industry.

The person selected will lead Jefferson County Economic Development and facilitate the ongoing effort of economic growth and development; work collaboratively with other community partners to meet current and long-range needs and the community's economic goals. Duties include helping to identify sites suitable for small or large development activity; identifying developers and users whose skills or preferences fit an identified need in the community; soliciting, refining and negotiating preliminary development proposals; performing financial feasibility studies; maintaining a directory of available buildings, sites, and property owners. You will also coordinate with developers, property owners, City officials, lenders and builders on expansion needs and new siting.

The position requires a motivated self-starter with a demonstrated successful economic development track record. A Bachelor's degree from an accredited college plus at least four (4) years of experience in economic development, business development, marketing or a closely related field is preferred; though any equivalent combination of education and experience which provided the applicant with the knowledge, skills and abilities required to succeed in this critical position will be seriously considered. Demonstrated experience working in a collaborative culture with other community partners including but not limited to: municipal government, utility providers, local chambers of commerce, community volunteers, etc. is a strong plus.

This position is open until filled. If you are interested, please send your cover letter and resume to:

Linda Buttron  
Jefferson County Clerk  
300 Jefferson St, PO Box 321  
Oskaloosa, KS 66066  
Phone: (785) 403-0483  
[www.jfcountyks.com](http://www.jfcountyks.com)  
E-mail: [lbuttron@jfcountyks.com](mailto:lbuttron@jfcountyks.com)

Questions about the position may be directed to Pam Anderson: (785) 403-0781 or [panderson@jfcountyks.com](mailto:panderson@jfcountyks.com)

**Jefferson County is an Equal Opportunity Employer**