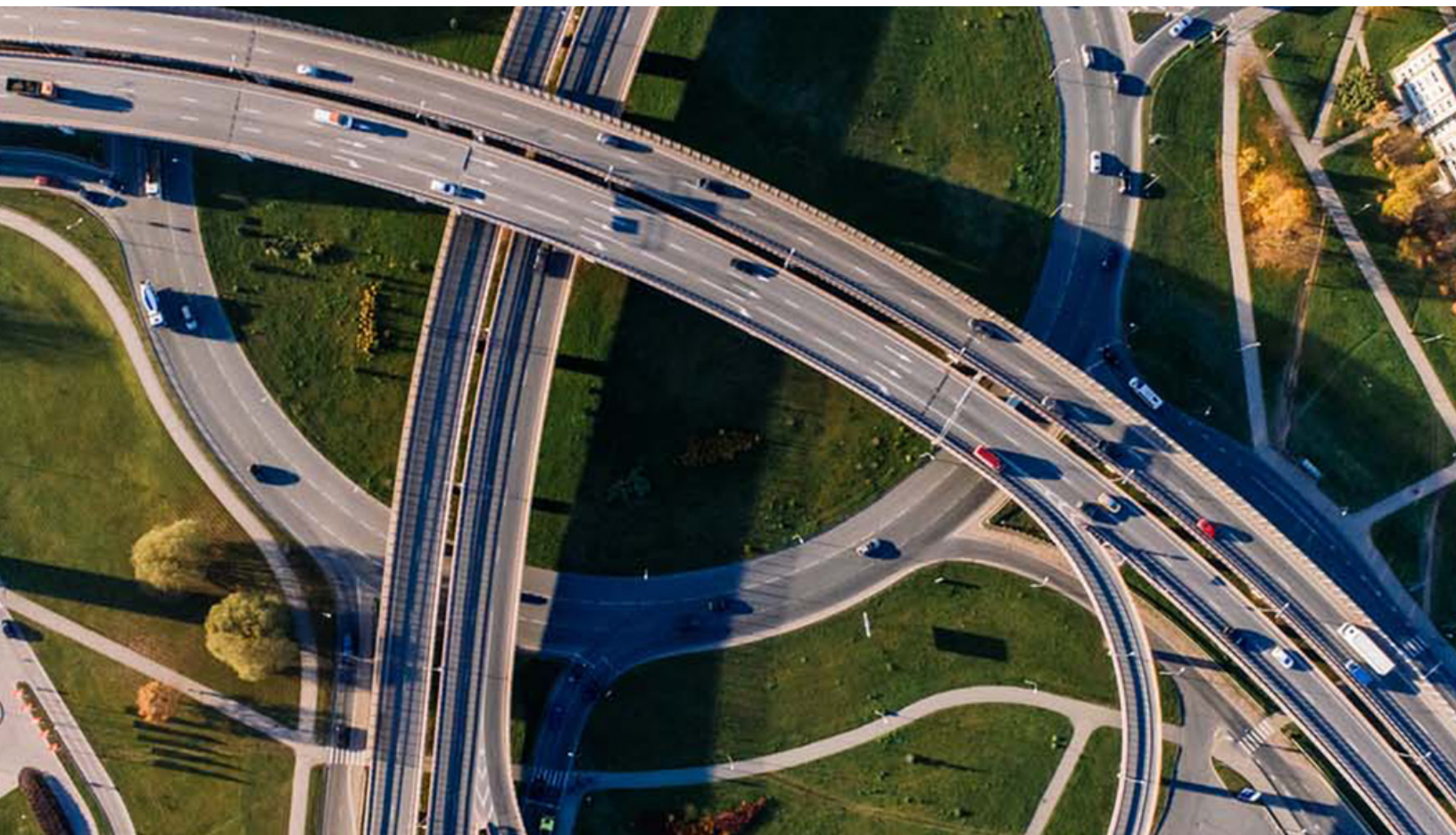




EXECUTIVE DIRECTOR

POSITION PROFILE



FIND GREAT PEOPLE
TO BUILD GREAT COMPANIES



ABOUT SOUTHEAST CRESCENT REGIONAL COMMISSION

The Southeast Crescent Regional Commission (SCRC) is one of several federal regional commissions designed to address economic distress and regional inequality. It focuses on parts of six states: Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, and Virginia, covering hundreds of counties that often face persistent poverty and limited infrastructure. SCRC invests in the region's economic future through a grant program, publishing research, and income-producing learning experiences – all to help communities seize opportunities, address economic disparity and advance prosperity.

The SCRC primarily operates through grant programs, such as the State Economic and Infrastructure Development (SEID) program. These grants fund projects led by local governments, nonprofits, and other organizations. The commission is governed by a federal co-chair (appointed by the President) and representatives from the participating states. It became fully operational in 2021 after leadership was established.

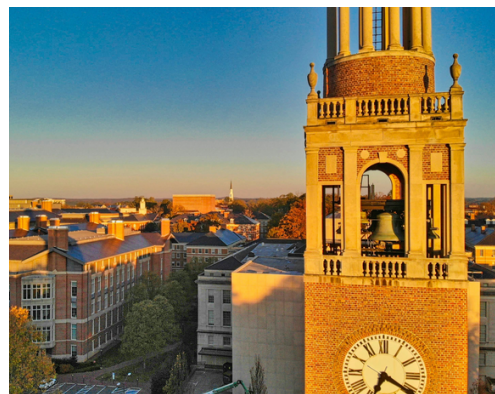
The SCRC plays an important role in reducing regional disparities, supporting long-term economic growth, and helping communities in the Southeast become more competitive and resilient.

MISSION

SCRC's mission is to help create jobs, build communities, and improve the lives of those who reside in the 428 counties of the seven-state region.

To achieve this, SCRC works to:

- Create jobs and support business development
- Improve infrastructure (such as water systems, transportation, and broadband)
- Expand access to healthcare and essential services
- Strengthen workforce training and education opportunities





OUR FOCUS AREAS



Critical Infrastructure

Expanding water, sewer, and transportation systems. Over 40% of SEID grants target basic infrastructure.



Workforce Development

Preparing workers for high-demand careers through training programs and community college partnerships.



Business & Economic Growth

Supporting entrepreneurs with capital access, technical assistance, and catalytic investment.



Health & Community Resilience

Expanding access to healthcare, housing, and environmental resources.

INVESTMENT METRICS

137

Total Projects



\$53.34M

SCRC Awards

\$99.9M

Matching Funds



\$102.5M

Total Project Costs

149,222

Households
Impacted

4,033

Businesses
Supported

1,108

Jobs
Created



POSITION SUMMARY

The role of the Executive Director is to lead the administrative, programmatic, and fiscal management of SCRC, ensuring the organizational structure, budget, and programs support the Commission's strategic plan and States' initiatives for the region. Working with the Office of the Federal Co-Chair and State partners, this position manages critical operations that provide growth and development opportunities for communities in the region that ensure a sustainable economy. The position is under the general direction of the Federal Co-Chair and States' Co-Chair, and subject to the policies and procedures prescribed by the Commission.

The ideal candidate will be a dynamic, engaging leader whose experience in economic or community development has developed within them a passion for impacting communities and building relationships with diverse audiences. Additionally, the ideal candidate has the ability to navigate complex environments to balance the priorities of all states and counties represented by the commission. This person will be skilled in developing coalitions and substantive partnerships, understanding the value of bringing multiple stakeholders together to pursue common goals.

KEY RESPONSIBILITIES

Responsibilities to the Commission

- Reviews and makes recommendations to the Federal Co-Chair and Commission on all plans, projects and funding requests submitted by the states. Negotiates compromises in areas where agreement is difficult to reach.
- Consults and advises the Commission on the development of policies and initiatives. Implements and enforces all Commission resolutions and policies. Leads the development of policy and program changes in response to changes in levels of appropriations or other legislated changes.
- Communicates with the Federal Co-Chair and the States to ensure the most relevant and current information is available to the Federal and States' offices.
- Serves as Secretary to the Commission, ensuring that Commission meetings are scheduled, recorded and minutes maintained. Ensures maintenance of an official repository of Commission documents. Reports to the Commission at each meeting on the activities of the Commission and Co-Chair's Committee.
- Prepares the SCRC annual report for submission to the Office of Management and Budget (OMB) and member states.
- Performs special projects and other activities as requested or delegated by the Commission or the Co-Chairperson's Committee.
- Assist in the creation, maintenance, and management of SCRC records management program that complies with the Federal Records Act and its regulations.
- Keeps abreast of new Executive orders, legislation, policies, or other directives that may impact SCRC services, ensures all stakeholders are aware, and makes the appropriate and timely adjustments.
- Coordinates Congressional activity when requested by the Federal Co-Chairperson.
- Ensures meaningful opportunity for customer input and feedback and monitors evaluation results of all programs and significant initiatives undertaken by SCRC.



KEY RESPONSIBILITIES (CONTINUED)

Economic and Community Development Program

- Directs a multi-faceted community/economic development program with senior managers, subject matter professionals, technical support staff in grants management, program evaluation, research, and facilitation.
- Leads a management team to identify opportunities and resolve issues related to the operations of the agency.
- Establishes goals and performance measures for policy implementation, program management and service delivery aligned with the Commission's mission.
- Facilitates long-range planning that anticipates future needs and identifies future growth opportunities.
- Oversees the revision of long-range plans, goals, and objectives, including the strategic investment plan, for the work directed.
- Coordinates the overall planning, direction, and timely execution of all SCRC programs, including development, assignment, and higher-level clearance of goals and objectives for supervisors or managers of subordinate organizational units or lower organizational levels.
- Represents the Commission at conferences, meetings, and other external facing events when requested by the Federal Co-Chairperson.

Administrative Responsibilities to the Commission

- Provides direction for the planning, development, coordination, implementation, and evaluation of all efforts related to administrative functions of the organization including technology, communications, finance, human resources, and business services. Structures the internal organization of the Commission and assigns duties and functions to the staff consistent with strategic goals/plans, agency priorities, and exigencies of public service. Delegates authority to appropriate levels to maximize efficiency of operations.
- Ensures that policies, guidance, standards, strategies, services, and resources are aligned with agency priorities and reflects an understanding of the impact on SCRC components and the overall SCRC mission, performance goals and resource constraints.
- Ensures that policies, guidance, and management practices are consistent with relevant laws, regulations, policies, mandates or guidance from Federal, State, and local regulatory bodies and others with relevant authority or oversight authority. Ensures the organization's information technology infrastructure is efficient, secure, and responsive to client's needs.
- Ensures the organization's communications strategy aligns with its goals and includes engaging, accurate and timely material shared through appropriate platforms.
- Exercises, after consulting with the Office of the Federal Co-Chair, authority for personnel actions and organization design proposals recommended by subordinate supervisors. Performs periodic assessments of staffing strategy, including adequacy or needs, training needs, succession planning readiness, employment practices, compensation, and management effectiveness in supporting and enforcing critical aspects of human resources management.
- Ensures that Commission staff are fully informed about annual ethics training and duties.
- Performs other duties as assigned in accordance with governing policies and regulations of the Commission.
- Promotes principles of Equal Opportunity Employment, including pay parity.



QUALIFICATIONS

Education and Experience

- A bachelor's degree from an accredited institution of higher education is required for consideration. A master's degree or other post-secondary degree is preferred.
- Prior experience in economic development, community development, grants management, or other related areas is required for consideration.
- Experience in a federal-state commission, regional commission, or similar entity. (preferred)

Knowledge, Skills, and Abilities

- Demonstrated executive level management experience in the public or private sector, which includes the ability to lead programmatic as well as human, financial, communications, and information technology resources strategically.
- Ability to effectively represent the Commission's needs at the highest levels of Federal, state, and local governments.
- Creativity, versatility, and experience in developing and implementing major policies and programs. Ability to function in a politically sensitive environment.
- Effective interpersonal skills including the ability to deal effectively with people from all walks of life, from elected officials at the Federal level to members, residents and officials of Southeast Crescent communities.
- Understanding of the Federal budget and Congressional appropriation process.
- Ability to manage human, financial, and information resources strategically.
- Ability to create an environment in which innovation and continual learning is encouraged.
- Commitment to staff development, affirmative action, and cultural diversity.
- Skills in public speaking, writing and public relations.
- Integrity/Honesty

Public Service Motivation

- Demonstrated experience and knowledge in applying laws, regulations, executive orders, and other directives governing the agency program areas.
- Knowledge of the organization, mission, and functions of the Southeast Crescent Regional Commission, and understanding of how component organizations, resources, information and processes within the agency influence and impact development and operation of mission-direct, administrative programs and business service delivery.
- Understanding of economic development in a regional context, preferably the seven-state Southeast Crescent Region.
- Understanding of Southeast Crescent regional history, culture, resources, and economics, especially in the context of community and economic development.
- Application of principles and practices of team building to create an environment that fosters partnership, innovation and continuous process improvement, and ability to use that knowledge to lead a multifaceted organization and to work with a diverse group of individuals, groups, partners, and stakeholders to achieve mutually agreeable and acceptable solutions to complex and potentially contentious issues with significant impact on agency operations.



QUALIFICATIONS (CONTINUED)

SCRC Competencies

- **Leadership (people and strategy)** – manage strategy through successful and timely achievement of goals; guide staff; link mission, vision, values, goals, and strategies to outcomes; help others identify goals and use their talents to achieve them; model successful competencies; hold staff accountable to outcomes using positive, developmental, and constructive feedback.
- **Adaptability** – accept and apply changes to work processes, information, team; recover quickly from setbacks and finds alternative ways to reach goals or targets; navigate change through positive communication and supportive action; adapt to position demands.
- **Communication** – select appropriate and effective way to communicate to audiences in diverse situations; listen actively and ask questions to understand multiple perspectives and confirm understanding; be aware and responsive to verbal and non-verbal communication; provides status updates which reduce or eliminate a need for follow-up. Demonstrate verbal and written communication skills that effectively communicate and collaborate with diverse groups and individuals.
- **Collaboration** – interact and work effectively with others to accomplish goals despite differences, changes, roles, or resources; treat others with respect, dignity, and professional courtesy; value the contributions of others through accreditation, listening, sharing relevant information and considering new ideas; affirm lessons learned and relevant information.
- **Critical Analysis** – identify, research, analyze, design, manage and communicate data and outcomes to various audiences to accomplish work outcomes; develops, recommends, and/or implements innovative and effective approaches to solve problems.
- **Accountability** – identify and use resources to accomplish work priorities; take responsibility for balancing quality with deadlines; take appropriate action(s) to fulfill commitments to others; own, acknowledge, and mitigate errors; immediately communicate updates and changes to those impacted.

COMPENSATION

The salary range for this position is \$147,000 - \$155,000. The Commission offers comprehensive benefits to complement the salary provided to staff.

TO APPLY

Interested candidates should apply through FGP at <https://www.fgp.com/jobs/executive-director-52933/>. The position will remain open until August 7th at 5:00 p.m. Applications will be reviewed upon receipt by the FGP team. Candidates must meet the qualifications listed above to be considered.

Questions about the role may be directed to Christin Mack, Practice Lead, Public Sector, Nonprofit, and Community Impact Executive Search, at Cmack@fgp.com.