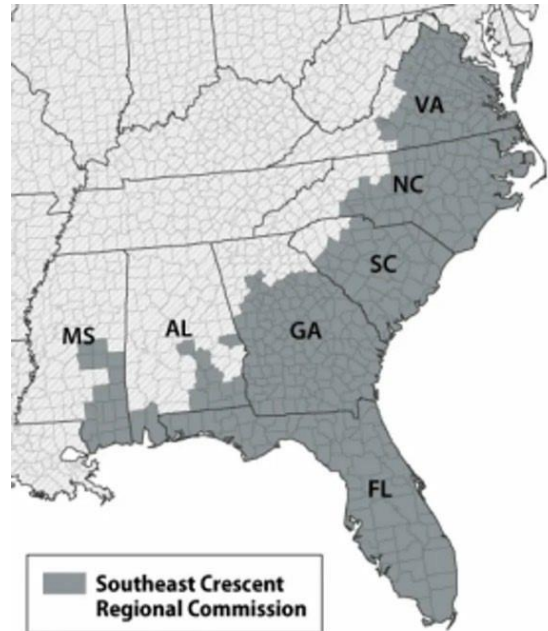




About Southeast Crescent Regional Commission (SCRC)

The Southeast Crescent Regional Commission (SCRC) is a partnership of Federal and state governments, regional economic development agency representing a and local. SCRC promotes and encourages economic development in areas of Alabama, Georgia, Mississippi, North Carolina, South Carolina, Virginia, and all of Florida. The Commission was established by an act of Congress in 2008 and became active in 2021 after the confirmation of the first Federal Co-Chair.



SCRC's mission is to help create jobs, build communities, and improve the lives of those who reside in the 428 counties and county equivalents of the seven-state region. SCRC invests in projects that support basic infrastructure, business development, natural resource preservation, recreation, and workforce/labor development.

Local participation is provided through multi-county local development districts (LDDs) or Councils of Government (COGs). SCRC's mission is to innovate, partner, and invest to build community capacity and strengthen economic growth in the region.



SCRC invests in the region's economic DNA through a grant program, publishing research, and income-producing opportunities which help communities seize opportunities to address economic disparity.

Governance

Leadership of the SCRC is composed of a Federal Co-chair, who is appointed by the President and confirmed by the United States Senate, and a States' Co-chair who is elected by the Governors of the states in the region. Decisions for the Commission require the affirmative vote of the Federal Co-chair and a majority of the participating Governors.



Federal Co-chair: Dr. Jennifer Clyburn Reed
States' Co-chair: Governor Henry McMaster, SC



Projects and Initiatives

The Commission will invest in a number of initiatives and programs that support its primary mission. By law, the Commission must allocate at least 40 percent of its project funding to develop transportation infrastructure, basic public infrastructure, or telecommunications infrastructure. The Commission may also invest in projects related to job skills training and employment-related education; basic healthcare and other public services; promotion of resource conservation, tourism, recreation, and open space preservation; and the development of renewable and alternative energy sources.



FY 2023 \$20 Million Competitive Grant Program

SCRC opened its inaugural competitive grant cycle, making \$20 million available for investments in projects.

SCRC investments must help improve the following in Southeast Crescent communities:

- Basic public infrastructure
- Transportation infrastructure
- Telecommunications infrastructure
- Workforce skills training
- Business development and entrepreneurship
- Basic health care and other public services
- Conservation, tourism, recreation, and preservation of open space
- Renewable and alternative energy sources



About the Executive Director Position

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, the Executive agenda, and States' initiatives for the region. Working with Federal and States partners, this position manages critical operations that provide growth and development opportunities for communities in the region and supports the development of industry and markets that ensure a sustainable economy. The position is under the general direction of, 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 will have the ability to navigate a complex political environment 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.

Reports to: Federal Co-Chair and States' Co-Chair



Primary Responsibilities

The Executive Director serves as the top non-federal executive in the Commission, directing the work of the Commission staff, and in consult with the Federal and States' Co-Chair on substantive decisions. The Executive Director administers decisions and recommendations impacting the Commission.

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 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 the President and member states.
- Performs special projects and other activities as requested or delegated by the Commission or the Co-Chair'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 the SCRC business services and ensures appropriate and timely adjustments.
- Coordinates on Congressional activity as needed.
- Ensures meaningful opportunity for customer input and feedback and monitors evaluation results of all programs and significant initiatives undertaken by SCRC.

Economic and Community Development Program

- Directs a multi-faceted community/economic development program through senior managers, subject matter professionals, technical support staff, and others in areas such as grants management, program evaluation, research, facilitation, etc. Leads a management team to identify opportunities and resolve issues related to the operations of the agency.
- Establishes strategic goals and performance measures for implementation of policy, 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 needed.

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 consult with the Co-Chair's Committee, 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 is 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 for Consideration

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 area is required for consideration.

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 and residents and officials of Southeast Crescent communities.
- Understanding of the Federal budget and Congressional appropriation process.
- 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.

SCRC Competencies

- **Leadership (people and strategy)** – ability to 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** – ability to accept and apply changes to work processes, information, team; recovers quickly from setbacks and finds alternative ways to reach goals or targets; navigates change through positive communications and supportive actions; ability to adapt to the demands of the position
- **Communication** – selects appropriate and effective way to communicate to audiences in diverse situations; listens actively and asks questions to understand other perspectives or confirm understanding; awareness of and responsive to verbal and non-verbal communication styles; provides status updates which reduce or eliminate the need for follow up from the requestor. Verbal and written communication skills sufficient to effectively communicate and collaborate with diverse groups and individuals.
- **Collaboration** - ability to interact and work effectively with others to accomplish goals despite differences, changes, roles, or resources; treats others with respect, dignity, and professional courtesy; values the contributions of others through listening, sharing relevant information and considering new ideas; affirmatively shares lessons learned and relevant information.
- **Critical Analysis** - ability to identify, research, analyze, design, manage and communicate data and outcomes sufficiently to various audiences to accomplish work outcomes; develops, recommends, and/or implements innovative and effective approaches to solve problems.
- **Accountability** – makes best use of resources to accomplish work priorities; takes responsibility for balancing quality with deadlines; takes appropriate action(s) to fulfill commitments to others; owns, acknowledges, and corrects mistakes; immediately communicates updates and changes to others.

Executive Core Qualifications (SES) Required

- **ECQ 1 - Leading Change:** demonstrated ability to bring about strategic change, both within and outside the organization, to meet organizational goals. ability to establish an organizational vision and to implement it in a continuously changing environment.



Leadership Competencies: Creativity & Innovation, External Awareness, Flexibility, Resilience, Strategic Thinking, Vision

- **ECQ 2 - Leading People:** demonstrated ability to lead people toward meeting the organization's vision, mission, and goals. ability to provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts.

Leadership Competencies: Conflict Management, Leveraging Diversity, Developing Others, Team Building

- **ECQ 3 - Results Driven:** ability to meet organizational goals and customer expectations. ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.

Leadership Competencies: Accountability, Customer Service, Decisiveness, Entrepreneurship, Problem Solving, Technical Credibility

- **ECQ 4 - Business Acumen:** ability to manage human, financial, and information resources strategically. *Leadership Competencies:* Financial Management, Human Capital Management, Technology Management

- **ECQ 5 - Building Coalitions:** ability to build coalitions internally and with other Federal agencies, State and local governments, nonprofit and private sector organizations, foreign governments, or international organizations to achieve common goals.

Leadership Competencies: Partnering, Political Savvy, Influencing/Negotiating

The Executive Director will work out of the Columbia, SC office. Frequent travel will be required.

Compensation

The salary range for this position is \$142,022 - \$155,162. Please note that it is not typical for salaries offered to reach the top end of the posted salary range. The official salary offered will be determined by the Commission at the time of selection.

To Apply

Interested candidates are asked to send a resume and email of interest to Christin Mack, Manager of Public Sector Executive Search at Find Great People, LLC, at cmack@fgp.com.