



JOB ANNOUNCEMENT

Economic Development Director

Executive/ FLSA Exempt Position with full benefits

Salary \$66,414.40, after successful 6 month orientation period may receive a 3% increase

Emery County is seeking a dynamic, strategic leader to serve as our **Economic Development Director**. This role is responsible for planning, organizing, and directing the county's economic development mission, working closely with County Commissioners, local municipalities, and departments like Public Lands and Tourism to build a healthy local economy.

Business Recruitment & Retention: Proactively identify, engage, and recruit high-value businesses, developers, and industries that align with the county's culture and strategic growth goals.

Strategic Planning: Design, updates, and implements short- and long-term economic development and work plans. Recommend zoning, infrastructure, or public policy updates.

Community & Regional Collaboration: Partner closely with State agencies, private organizations, and local government bodies across Castle Dale City, Orangeville, Huntington, Ferron, Emery, Cleveland, Elmo, and Green River.

Financial & Loan Management: Manage the Economic Development Office budget. Review business loan applications with the Economic Development Council and monitor existing loans.

Public Relations & Advocacy: Develop agenda items, participate in public hearings, and educate the public through media. Liaison on regional, statewide, and legislative economic development issues.

Business Support: Review business plans and provide training or mentoring to local businesses.

Bachelor's degree in business, planning, marketing, communications, economics, or a related field **AND** three (3) years of responsible, related experience. *Note: A Master's degree in a related field may substitute for two (2) years of experience. OR An equivalent combination of education and experience will also be considered.*

Regulations & Public Admin: Thorough knowledge of federal, state, and local agencies, regulations, permitting programs, grant applications, and public budgeting.

Business Development: Strong capability in developing business plans and teaching business concepts to local entrepreneurs.

Leadership & Diplomacy: Proven track record of high-impact business recruitment, building trust with stakeholders, and managing projects from initial pitch to groundbreaking.

Technical Skills: Advanced computer literacy and the ability to perform complex mathematical calculations.

Must possess a valid **Utah Driver's License**.

Position requires frequent travel, attending public evening meetings, and standard physical activity.

Applicants for employment may be required to undergo a drug test and basic criminal background as a condition of employment. **Must be a resident of Emery County or be willing to relocate.**

Email resume and employment application to: maryh@emery.utah.gov Employment application can be found at emery.utah.gov or by calling 435-381-3578

Recruiting for this position ends November 6, 2026, at 5:00 p.m.

EMERY COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER