

DIRECTOR, ECONOMIC DEVELOPMENT AUTHORITY**Nature of Work**

Directs and manages the state's economic development finance activities. Establishes market and executes development finance policies and programs. Provides financial and technical assistance to businesses contemplating opening West Virginia facilities and existing businesses considering expansion. Performs related duties as required.

Examples of Work

Establishes, market and executive development finance policies and programs.
Provides technical assistance to businesses contemplating opening West Virginia facilities and existing businesses considering expansion.
Provides technical assistance to industrial development staff and economic development professionals.
Regularly evaluates the state capital market and effectiveness of existing Authority programs.
Participates in legislative strategy regarding development finance issues.
Communicates regularly with Board of Directors on financial condition of the Authority, projects from existing programs and development of new program.

Knowledge, Skills and Abilities

Knowledge of economic theory and practices relating to the implementation of public policy in financial markets.
Knowledge of national, state and local economic development theory and practice.
Knowledge of commercial banking, investment banking and venture capital functions and practices.
Knowledge of state and federal economic development finance programs.
Ability to handle public inquiries, conduct meetings and speak to public groups.
Ability to establish and maintain effective working relationship.

Minimum Qualifications

TRAINING Graduation from an accredited four-year college or university with a major in business administration, management, finance or a related field.
SUBSTITUTION Experience as described below may substitute for the required training on a year-for-year basis.
EXPERIENCE Five years of full-time or part-time equivalent paid experience in finance and management in development finance, banking or a related field.

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Minimum Qualifications - cont'd.

SUBSTITUTION A Master's degree in business administration or a related field may substitute for one year of the required experience.

Established: 9/16/93
Effective: 10/16/93