

SCHUYLER COUNTY PARTNERSHIP FOR ECONOMIC DEVELOPMENT dba FLX GATEWAY WATKINS GLEN, NEW YORK

Seeking a professional to join a high-energy environment working with business leaders to leverage our local assets, including strong higher education, including Cornell University; strong regional business environment, including Corning Inc., Cargill, and CAF USA. The position will accelerate our entrepreneurial ecosystem with support & loan origination, direct Project Seneca (a \$200 million waterfront redevelopment effort), support the FLX Gateway Community Development Corporation, and assist in proposals and implementation of transformational projects.

The ideal candidate will make a measurable difference in all aspects of the community nestled in the heart of the Finger Lakes on Seneca Lake. The community has an abundance of recreational opportunities. Schuyler County hosts over 1.3 million visitors to the Watkins Glen State Park (ranked 3rd best in the US), and is home to the sole National Forest in New York State (Finger Lakes National Forest), Watkins Glen International Speedway, 44 named waterfalls, four season festivals, craft beverage establishments, 3 Olympic medalists, and 2 Gold Cup winners.

Core Competencies

- Ability to work collaboratively and facilitate action to ensure continual progress and completion of projects.
- Principles and practices of community development, including business improvement districts, Main Street programs, loan origination, funding sources (USDA, EDA, HTC, NMTC, LIHTC, HUD funding, NYS CFA funding), housing, and workforce development.
- Principles and practices for assisting businesses, including funding vehicles through private, State, and Federal grants, loan origination, and investment programs.
- Project management, setting budgets, engaging consultants, executing contracts, and leading stakeholder & public meetings.
- In-depth understanding of state & federal grant programs for business development and company attraction.
- Advanced computer literacy, i.e., mastery of MS Office; social media, press relationships, and website development through WIX.
- Experience in high-level problem-solving
- Strong ability for multi-tasking, analysis, and communication of data
- Professional and adept at interacting with elected officials, business & community leaders, and the general public.

Qualifications

- Bachelor's degree required; Master's degree preferred
- Demonstrated successful grant writing and administration.
- Hands-on small business experience; industry cluster & supply chain business experience a plus.
- Familiarity with small business support services provided by regional, state, and federal organizations.
- Familiarity with supporting a community development corporation, co-working space operation, and land banks.
- Demonstrated project management expertise
- Real estate (site) development/redevelopment experience a plus.
- Advanced computer literacy, including social media, Adobe Suite including InDesign, Wix.com, Canva.com, and Monday.com
- Excellent written & verbal communication skills.
- Ability to thrive in a high-energy environment.
- A Certified Economic Development professional preferred.

For more information, visit www.flxgateway.com/our-team

Please send a cover letter with salary requirements and your resume to Judy@FLXgateway.com. Posting closes on May 15, 2025.