



DIRECTOR OF ECONOMIC DEVELOPMENT

Exciting Opportunity to direct economic growth and promote tourism in the birthplace of Presidents. Westmoreland County, Virginia is located on the Northern Neck of Virginia, nestled between the Potomac and Rappahannock Rivers and the home to much American history. Three of the first five United States Presidents were born in Westmoreland County, and Stratford Hall is the historic home of the Lee family.

It's a great time to join our leadership team as we envision a bright future for residents, businesses, and visitors.

We are seeking a **Director of Economic Development** to help us develop our strategic plans and drive our business-related initiatives. In this role, you will have the chance to shape the future of the County, strengthening the business community, fostering community partnerships, and promoting tourism. If you're ready to make a significant impact to our future, we invite you to apply for this dynamic new position.

The Director of Economic Development responsibilities include:

- Develop economic development strategies, plans and programs to support growth of the local economy
- Implement marketing program for business investment and coordinates ongoing prospect development programs.
- Initiate efforts to expand the County's supply of commercial and industrial sites and buildings.
- Develop and present tailored prospect packages.
- Assist developers with the project review and approval process, and coordinate development activities with other County departments; including economic incentives, and other tools as needed.
- Oversee existing business visitation and retention program.
- Monitor business vacancy rates by type of business to determine any strategies to meet or exceed targeted ratios.

- Collaborate with Town of Colonial Beach and Town of Montross to promote development and market tourism in the County
- Serve as a liaison to County school system and regional technical center to match business needs and educational offerings.
- Maintain accurate and current demographic and business information.
- Develop supportive partnerships and establish communication between the County government, state and other local economic development agencies, educational institutions, existing industry and other appropriate professional and trade associations.
- Direct financial operations of the department, including development and monitoring of budget.
- Advise the County Administrator on the economic status of the County in regard to anticipated changes and projections relative to future growth.
- Prepare reports, drafts policies/procedures, and makes presentations as needed.

Westmoreland County offers a competitive salary and benefits package, which includes health, dental and life insurance, retirement and savings plans, holidays and Paid Time Off.

Minimum Requirements:

A combination of education and experience to include a bachelor's degree in public administration, management, business administration, marketing, economics, engineering, planning, tourism or a similar program and 6 years of relevant experience, preferably in local or state government.

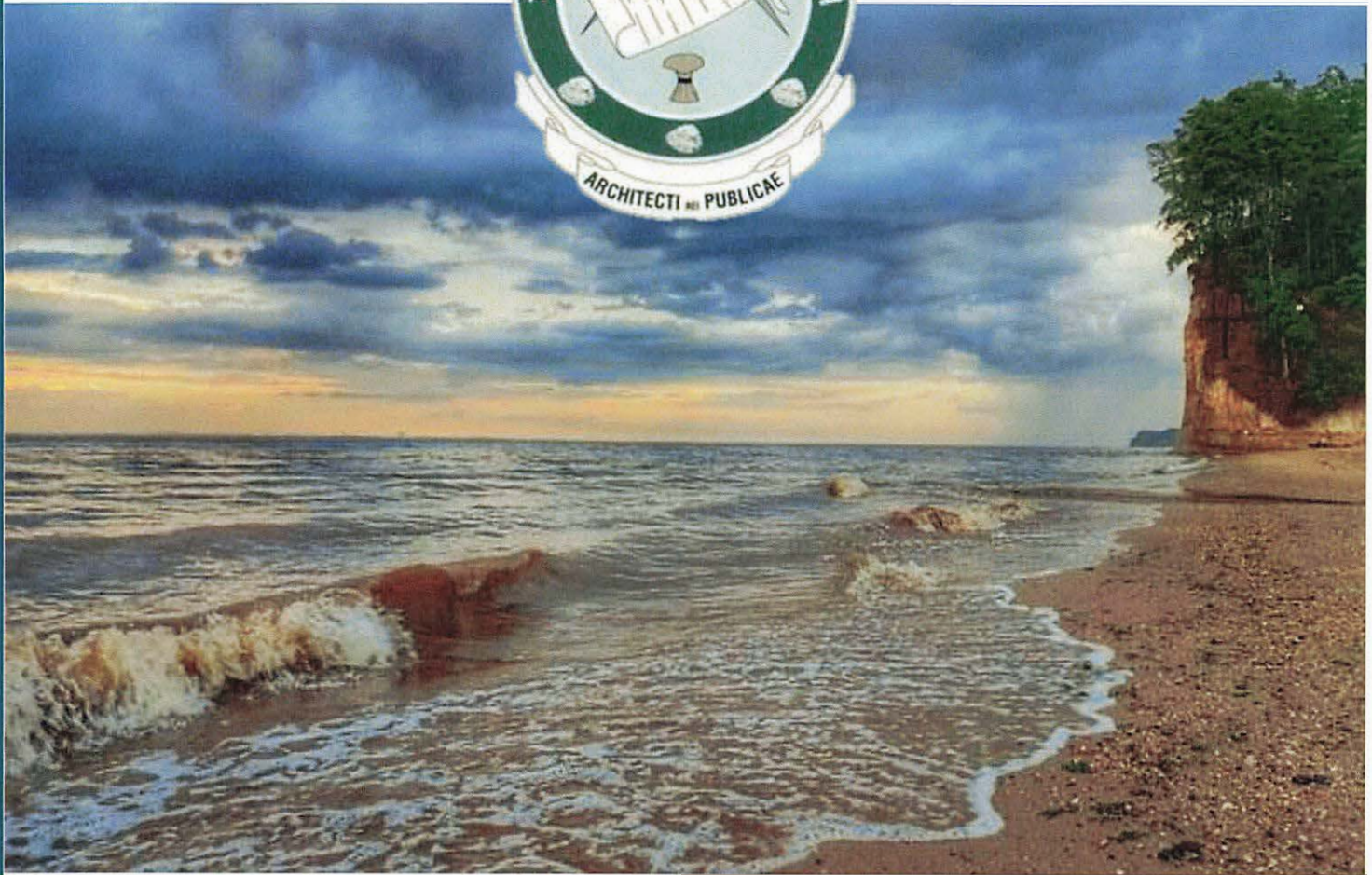
The preferred candidate will have diverse experience and knowledge of economic development focused on capital investment, workforce development/job creation, incentives, entrepreneurial and business startups, business accelerators, public-private partnerships, business administration and economics. Proven track record of overseeing the negotiating of development deals and attracting and retaining businesses for an entity. Experience working with Boards and partners to accomplish economic development goals and objectives. The ideal candidate will utilize considerable initiative and independent judgment in developing marketing strategies and associated materials and exercise professionalism, courtesy and tact in frequent contact with business representatives, government liaisons and the general public. Position reports to the County Administrator.

This position will be opened until filled with applicants being reviewed on an ongoing basis.

To apply, please send a cover letter and resume to jimtaylor@westmoreland-county.org.

County Administrator
Westmoreland County
PO Box 1000
Montross, VA 22520

Equal Opportunity Employer



DIRECTOR OF ECONOMIC DEVELOPMENT

Westmoreland County, Virginia

[JOIN OUR TEAM](#)

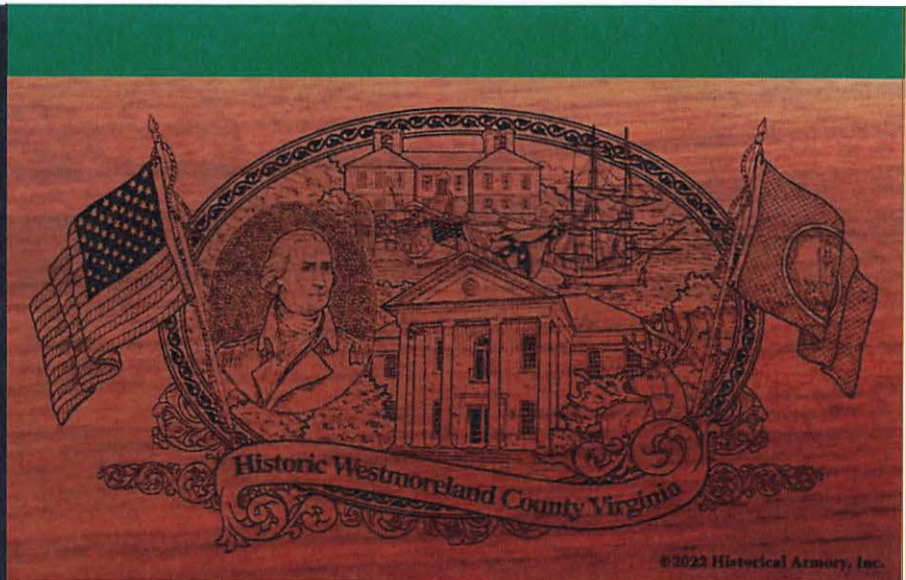
The Community

Located on the Northern Neck Peninsula in eastern Virginia, Westmoreland County (est. pop. 19,000) is nestled between the Potomac River on the north and the Rappahannock River on the south. The County is located 65 miles northeast of Richmond and 100 miles southeast of Washington, DC. The Port of Hampton is 100 miles south of the County. Westmoreland County is home to scenic farms and beautiful waterways. It boasts two towns: The Town of Colonial Beach and the Town of Montross, which serves as the county seat.

Westmoreland County is the birthplace of America – three of the first five United States Presidents were born here. George Washington and James Monroe have historic homes in Westmoreland. James Madison's birthplace is Westmoreland County, but the land was later reorganized and now is located in King George County.

The County enjoys a strong economy, a healthy business presence, a strong school system with an amazing new high school, thriving local arts, many tourist attractions, and parks and greenways that celebrate the County's pastoral setting. The Westmoreland State Park is located here. Westmoreland showcases its artisan breweries, wineries, and local shops regularly.

Westmoreland County is a desirable location in Virginia with a wealth of cultural, historical, and recreational amenities in a beautiful setting.



The Organization

The Board of Supervisors is the governing body of Westmoreland County and is composed of five members, each elected to represent a specific geographic district within the county. The Board of Supervisors is responsible for setting policy, passing ordinances, adopting the annual budget, and appointing various boards and commissions.

The County government, with an operating annual budget of approximately \$50 million in FY 2025 and a staff of 200, prides itself in sustaining responsive and accessible services to its residents, while emphasizing professionalism and efficiency. The County's dedication to financial planning is bolstered by the financial management practices, evidenced by the County's most recent bond rating of AA by S&P and Aa2 by Moody's. Westmoreland County is recognized for quality services and innovative programs while still maintaining a comparatively low tax rate. The County is currently undertaking a strategic planning process to bring the vision into meaningful actions over the next five years, and beyond, to advance our community's safety & well-being, resilience, engagement, infrastructure, education, and government workforce and customer service.



The Position

Are you an experienced professional with a passion for creating transformational change? Do you thrive on adding value and strengthening your community?

Westmoreland County values innovation, collaboration, and continuous improvement. The County is excited to offer this new position to strengthen its business community, attracting new businesses and jobs while maintaining the valued partners we currently have.

The Director of Economic Development will help to develop the County's strategic plan and economic development plan. Working with County leadership, the incumbent will build collaborative relationships with stakeholders to establish short- and long-term goals for the community. The Director is involved with business attraction, retention/expansion, and tourism.

Reporting to the County Administrator, this position is considered a subject matter expert and works closely with state and regional executives. The incumbent will identify economic opportunities to support growth of the local economy. The position will negotiate with industry stakeholders to encourage business attraction and retention in the County. The Director will assist with grant opportunities and work with partners to foster tourism in the County. The Director has administrative support and supervises no employees.

Business Environment

Westmoreland County is home to many successful businesses including:

- Carry-On Trailer Inc.
- Ingleside Nursery and Vineyards
- Bevans Oyster Company
- Teal Jones Potomac
- Ogara Homeland Defense
- Northern Neck Chevrolet
- Parker Farms



The Westmoreland Industrial Development Authority (IDA) was established in 1970 and can issue bonds and develop public industrial parks. The County owns a number of properties, including 11 larger tracts. Dahlgren Naval Base employs approximately 10,000 people and is located just over our border.

Tourist attractions include George Washington Birthplace National Monument, Westmoreland State Park, Stratford Hall (home to the Lee family), James Monroe Birthplace, Westmoreland Historic Courthouse and Museum, Town of Colonial Beach, Town of Montross, Vineyards and Breweries.



Desired Capabilities

The preferred candidate will have experience and knowledge of economic development focused on capital investment, workforce development/job creation, incentives, entrepreneurial and business startups, business accelerators, public-private partnerships, and economics. Proven track record of overseeing the negotiating of development deals and attracting and retaining businesses for an entity. Experience working with Boards and partners to accomplish economic development goals and objectives. The ideal candidate will utilize considerable initiative and independent judgment in developing marketing strategies and associated materials and exercise professionalism, courtesy and tact in frequent contact with business representatives, government liaisons and the general public.

The preferred candidate will be well-versed in pertinent laws, and skilled in statistical and analytical research methods. This individual should excel at evaluating financial information, and applying strategic planning and performance management concepts. Strong leadership and communication abilities are crucial, along with a talent for cross-team collaboration.

Westmoreland County values creativity and strategic thinking, making this role perfect for someone who thrives in a dynamic, supportive environment.



Education and Experience

A combination of education and experience to include a bachelor's degree in public administration, management, business administration, marketing, economics, engineering, planning, tourism or a similar program and 6 years of relevant experience, preferably in local or state government.



Compensation and Benefits

The hiring range for this position will be \$100,000 - \$150,000, commensurate with background and experience. Westmoreland County offers comprehensive benefits, including annual leave, health insurance options (health, vision, and dental), life insurance, paid holidays, and Virginia Retirement System (VRS).



APPLICATION AND SELECTION PROCESS

We invite qualified professionals to submit a cover letter and resume by visiting our website at:

www.westmoreland-county.org

This position is open until filled; applications will be reviewed as they are received.

Westmoreland County is an equal employment opportunity employer

