



JOB TITLE: SVP, Chief Development Officer	POSITION TYPE: Salary Exempt
DEPARTMENT: Business Development	HOURS PER WEEK: 40+
REPORTS TO: President & Chief Executive Officer	LOCATION: Las Vegas, NV

Position Overview:

The Las Vegas Global Economic Alliance (LVGEA) is an economic development organization serving Clark County, Nevada; it is one of eight regional development authorities designated by the Governor’s Office of Economic Development. The LVGEA was created in 2012, although its economic development roots trace back to 1956. Since inception, the organization’s principal mission has been to expand and diversify the local economy. During the past 60 years, the LVGEA has worked with thousands of local businesses seeking to grow and new businesses seeking to relocate or expand into Southern Nevada, and in doing so, helped solidify the region’s place among the most dynamic economies in the nation.

Today, the organization’s mission is largely unchanged. In spite of whatever cyclical or structural challenges the community may be confronting, it is the job of the LVGEA to grow and diversify the economy. This means attracting and retaining businesses that expand the economy by: (i) bringing capital into the community through selling goods or services regionally, nationally, or internationally; or (ii) stopping the leakage of capital out of the community by attracting new businesses that provide goods or services that local businesses have historically needed to go out of market to procure. It runs the gamut from helping entrepreneurs with an innovative concept start a new business to assisting a Fortune 500 company relocate to Southern Nevada. Effective economic development is thoughtful and intentional; it is also opportunistic. The LVGEA’s primary purpose is to thoughtfully, diligently, and creatively find ways to convert opportunities into tangible outcomes that strengthen the local economy.

The LVGEA is seeking to hire a Senior Vice President (SVP), Chief Development Officer to lead the organization’s Business Development (BD) team. The BD department is principally responsible for the business expansion and retention efforts of the LVGEA. To this end, the SVP, Chief Development Officer will be responsible for developing and executing the organization’s business development plan; and, in doing so, attracting diverse, new businesses to Southern Nevada. They will also be responsible for the LVGEA’s business retention program, will serve as the chief liaison with regional, national and international site selectors and will work collaboratively with public and private stakeholders to facilitate relocation, expansion and other business investment opportunities. Finally, the SVP, Chief Development Officer serves as a critical information resource routinely providing guidance on Nevada’s economic development process as well as the local economy and business environment. The SVP, Chief Development Officer will report directly to the President & Chief Operating Officer.



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Essential Job Functions:

- In collaboration with the President & Chief Executive Officer, develop a business development plan for the LVGEA and oversee the effective execution of that plan.
- In collaboration with the President & Chief Executive Officer and the LVGEA Board, establish meaningful goals for the organization that advance its mission and improve the competitive positioning of the organization. In furtherance of the organization’s goals, develop departmental and BD team member goals that not only align with the organization’s goals but also promote professional development of LVGEA team members.
- Assemble and manage the business development team; determine areas of focus for individual team members in alignment with the LVGEA’s economic development objectives.
- Develop, oversee and execute the LVGEA’s site selector relationship development program.
- Develop, oversee and execute the LVGEA’s business retention program.
- Develop, oversee and execute the LVGEA’s entrepreneurship program.
- Refine and manage the LVGEA’s economic development lead-generation program.
- Assist in the preparation of the LVGEA’s annual business development budget; effectively manage the department to that budget.
- Oversee business development programs required by the state or federal government, including any economic development grants.
- Provide guidance and assistance to companies seeking to qualify for economic development incentives.
- Oversee the development of necessary information, reports and collateral materials that are needed to support the LVGEA’s economic development efforts, including land and space availability, workforce, utilities, taxes, zoning, transportation, community services, financing tools and incentives.
- Oversee business development contracts and manage all business development vendors.
- Establish and maintain effective working relationships with the Governor’s Office of Economic Development, the economic development offices of the local municipalities, other regional economic development agencies and the business community.



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- Build meaningful relationships with the community and stakeholders that promote transparency and foster collaboration.
- Other duties as reasonably required to ensure the LVGEA meets its business development objectives.

Qualifications:

- Undergraduate degree required; graduate degree preferred
- Minimum of five years’ relevant business development experiences demonstrating progressive success identifying and capitalizing on economic development opportunities
- Strong written and verbal communication skills; ability to present before an audience
- Demonstrated understanding of organizational and project budgets
- Experience with the state, local and federal legislative issues
- Strong interpersonal skills
- Effective time management and organizational skills
- A strong sense of ownership, accountability, and urgency
- Confidence and humility
- Ability to work extended hours and flexible schedule, as needed
- Ability to ensure confidentiality and use discretion with sensitive matters

Physical Aspects of Position (includes but are not limited to):

- Sitting for extended periods of time
- Occasional lifting and carrying up to 30lbs
- Frequent walking, standing, bending, kneeling, pushing and pulling



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The Las Vegas Global Economic Alliance provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.