



## Community and Economic Development Coordinator

[www.mbac.biz](http://www.mbac.biz)

*Open: immediately – to remain open until filled.*

MBAC is looking for a dynamic, self-starting professional to join the Montana Business Assistance Connection (MBAC) team as a **Community and Economic Development Coordinator**. MBAC works to catalyze community and business projects throughout the MBAC/Gateway Region: Lewis and Clark, Broadwater and Meagher Counties including coordination activities in Jefferson County. This position creates an opportunity to work with many state and federal programs, local government entities and the expanding and exciting private sector of the region. Candidate must be able to travel within the region.

MBAC is a high performing firm that creates economic and community impact in our region. Quality job creation, job retention and capital injection into the region drives the organization, the region and the employees.

Joining the MBAC team will provide the excitement and challenges that encompasses interaction with businesses starting-up, expanding, and the attraction and relocation of businesses with the ability to Live Work and Play in rural Montana!

The position is grant funded for a full one year. The position will continue if funding allows. Full compensation package that includes, 3% match to a Simple IRA, Health insurance coverage, with a salary range of \$47,000 - \$53,000 depending on experience. Mileage reimbursement available. Training and education continuation is covered and promoted.

Send resume to [rdupre@mbac.biz](mailto:rdupre@mbac.biz).

**Knowledge, skills and experience:** Preferred: B. A. or skills based experience in public administration, business management, economics, manufacturing, engineering or related fields that stress the ability to work collectively to achieve common goals. Requirements: excellent written and verbal communication skills, excel in interpersonal interaction with clients, and be a self-starter. This vibrant position will require coordinating with staff, community members, residents, elected and appointed officials. Candidate must be proficient in Microsoft Office products with experience in Microsoft Project and other visualization programs preferred. Candidate must show a commitment to business and community development. Valid driver's license a requirement.

Be part of the dynamic MBAC team moving our communities forward.