



POSITION OPEN
EXECUTIVE DIRECTOR – SOUTHWEST ALASKA MUNICIPAL CONFERENCE
(SWAMC)
Anchorage, Alaska

Geographic Scope: Southwest Alaska -
 Aleutian/Pribilofs, Bristol Bay, Alaska Peninsula,
 and Kodiak, with connections throughout Alaska

Salary: DOE
Benefits: flexible

Program services:

- facilitates discussion and represents policy issues for member communities
- EDA (Economic Development Administration) planning and broadband grants
- Alaska Energy Authority contracts for sub-area energy plans
- Annual Conference (Feb/March) – 120-150 attendees
- USDA Energy Audit Grant
- regional projects involving planning and economic assessments; examples: "Regional Applications for a Digital Economy", 2012; Fisheries Labor Data Project, 2010; and "Economic Geography of Southwest Alaska", 2004

Key numbers: (FY ending 6/30)

Staff :	3-4
2018 Revenue:	\$897,395
2018 Expenses:	\$946,290
2018 Net Assets:	\$1,001,778
Board members:	11
Member organizations:	~78
Population in Southwest Region (2018 est.)	29,300

Mission: SWAMC is a regional membership organization that advances the collective interests of Southwest Alaska people, businesses, and communities. SWAMC helps promote economic opportunities to improve quality of life and influences long-term responsible development.

Key Opportunities:

SWAMC provides opportunities for Southwest Alaska local governments to come together across the region to foster and support programs and policies that will help the region grow and prosper. SWAMC provides technical assistance to the region by contracting for services within the scope of our mission. SWAMC assistance includes economic development planning, tourism development, business planning and feasibility studies, assistance with grants and proposals, and assistance with promotional and marketing efforts. SWAMC serves the three sub-regions of Southwest Alaska: the Aleutian/Pribilofs, Bristol Bay, and Kodiak.

Experience / Education (minimum):

Five years of experience in work plan and strategic plan development, budgeting & financial management, staff supervision and revenue generation. Minimum of BS/BA in business, public administration, economics or related field or significant years of experience. EOE.

Critical Skills:

- Leadership experience – with increasing responsibility
- Southwest Alaska regional knowledge / experience
- Budget / Fiscal Management – for \$500K or greater
- Writing skills – for variety of documents
- Supervisory experience / skills – able to work independently and to oversee a small staff that tackles a wide variety of tasks
- Public Relations – establishing working relationships
- Ability to work with Boards / Committees
- Municipal experience or familiarity with AK municipal structure
- Problem Solving – mediating sensitive policy issues
- Interpersonal skills -- with staff, Board, stakeholders
- Grant Writing and Grant Management experience

Additional background:

The SWAMC membership includes municipal members such as cities, boroughs, and village and tribal councils, plus associate members, who represent businesses and nonprofit organizations. SWAMC provides an important link between the public and private sector with a coalition of local government, business, and non-profit members, all with an interest in Southwest Alaska. The 2020 - 2024 Community Economic Development Strategy (CEDS) covers a 5 year planning period. (www.swamc.org/economic-profile/ceds/) More information at: www.swamc.org

The position is based in Anchorage. Anchorage is surrounded by six mountain ranges. Chugach State Park to the east is the third largest state park in America - a half-million acres of accessible hiking, skiing, camping, wildlife viewing, snow machining, rafting, and climbing. Anchorage population: 291,538 (2018) Alaska population.: 737,438 (2018) Flight time between Anchorage and Southwest Alaska: Adak 3:05, Dillingham 1:30, Dutch Harbor 3:00, Kodiak 1:10, Sand Pt. 2:15, St. Paul 4:00

To respond to this posting:

Please email a resume & a 150 word (maximum) statement describing your most significant professional accomplishment in economic development.

E-mail: SWAMCExecutiveDirectorSearch@gmail.com

Phone: +1 (907) 952-3498 -- Tim Pearson **Position Posted:** July 23, 2019 **Applications requested to be in for review by:** Sept. 12, 2019. **Finalist interviews with Board in-person:** Nov. 20, 2019 Open until filled.