



JOB DESCRIPTION SENIOR VICE PRESIDENT

Matthew Kwatinetz,
Executive Director

Board Members

Mayor Deke Copenhaver
(Ex-Officio)

Margaret Woodard,
Downtown Development
Authority

Walter Sprouse,
Augusta Economic
Development Authority

Jeff Strong,
Starbucks Corporation

Jesse Wiles, APD
Planning & Development

James Hull,
Hull Property Group

Clint Bryant,
Georgia Regents
University

The **Augusta Regional Collaboration (ARC) Project** is currently seeking a full-time **Senior Vice President (SVP)**.

Job Summary

The Senior Vice President will oversee a portfolio of large-scale and complex development projects involving team-oriented approaches and multiple stakeholders, with a strong emphasis on implementation and execution. The SVP will form and supervise teams of professionals made up of private sector volunteers, contracted vendors and inter-agency staff to execute on projects central to Augusta's economic development goals. The SVP will be responsible for a portfolio of projects at every stage of their development: from inception to closing and successful operation. The SVP will work evaluating each project on a financial, community benefit and political basis, and be responsible for managing competitive selection of teams, vendors and projects. The SVP will report to the Executive Director and will serve to support economic development initiatives, as directed by the Executive Director, across the County and CSRA. This includes regular meetings with stakeholders in Augusta, North Augusta, Columbia County and the CSRA in the public and private sectors, with a focus on economic development organizations and anchor institutions.

Responsibilities

- Provide strategic direction and management to multi-disciplinary teams facilitating large scale planning and development efforts
- Identify new projects and opportunities for the organization
- Establish and oversee interagency working groups on select projects, meeting frequently to reach consensus, move projects forward and quickly address challenges
- Participation in the fundraising and grant-making process: identifying opportunities and supporting Executive Director and Public Affairs Director in the creation and execution of presentations
- Coordination with the Public Affairs Director in community and government outreach strategies
- Day to day management of the 600 Broad Street economic development incubator.
- Serve as an advisor to the First Fridays committee and help promote the vision of a Culture & Innovation District centered on Broad Street
- Actively seek out new funding streams via partner organizations, foundations, and grant opportunities

Other Responsibilities:

- The Chair of the Culture & Innovation District Community Advisory Board, which the Public Affairs manager will convene regularly.
- Other projects and tasks as assigned; other duties as assigned.



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Minimum Qualifications:

- Masters Degree or Equivalent
- 3 years of experience in organizational and/or P&L management or equivalent
- Microsoft Office Suite including Powerpoint, Excel and Word.
- Strong interpersonal, written, verbal and analytic skills
- Experience in real estate development issues
- Experience in public policy and regulatory processes – and preferably experience working in Augusta-Richmond County and/or the CSRA
- Experience managing relationships with elected officials and public sector staff
- Excellent communication skills including in public presentation, community meetings, and written communications
- Ability to facilitate community outreach processes
- Fluency in reading financial documents including P&L, pro forma business projections, Balance Sheets and others.

Preferred Qualifications:

- MBA preferred.
- Demonstrated expertise in project management: creating schedules, managing teams, keeping weekly status and progress against goals
- Track record of progressing and closing projects in challenging environments
- Experience recruiting and managing volunteers
- Negotiations experience (public/private preferred) with evidenced success
- Political experience
- Proven experience achieving results in complex environments
- Real Estate, construction, manufacturing or supply chain experience.
- Financial underwriting experience and/or understanding of debt, equity, mezzanine and basic financing.
- Demonstrated entrepreneurial and leadership skills.

Compensation commensurate with experience.

About ARC:

The Augusta Regional Collaboration (ARC) Corporation was created to work with government, economic development groups, companies and people to help Augusta realize improvements in quality of life for all its citizens, increase the number of residents and businesses that call Augusta home, improve the financial position of the government without raising taxes, and help achieve Augusta's promise as a national destination for living and working.