



**EXECUTIVE DIRECTOR  
POSITION ANNOUNCEMENT AND DESCRIPTION**

**December 23, 2011**

**BACKGROUND INFORMATION**

**Vision Statement:** Centergy, Inc, the Central Wisconsin Alliance for Economic Development, is a nonprofit corporation created to attract and retain thriving businesses and a high-quality workforce, to foster entrepreneurial activity, and to inspire continuous improvement in our quality of life.

**Mission Statement:** Centergy's mission is to stimulate measurable economic development in Central Wisconsin by aligning resources, encouraging cooperation among all sectors of our regional economy, and promoting the value of doing business in Central Wisconsin.

(2011 Results Report and 2011 Plan of Work available at [www.centergy.net](http://www.centergy.net))

**Guiding Principles:**

Centergy leverages investors' financial resources and voluntary time, guided by the following principles:

- ✓ Collaboration: Leverage resources across the region; work across municipal boundaries to do what is in the best interest of the entire region
- ✓ Competitiveness: Position Central Wisconsin as a leader in key industry sectors; grow from within model
- ✓ Consensus: Bring clarity of vision to priorities

**POSITION DESCRIPTION**

Centergy, Inc. is seeking applications for the position of Executive Director.

The Executive Director reports to the President and Board of Directors of Centergy and will have responsibilities in the following areas:

1. Management responsibility for achieving Centergy's vision and implementing its program of work.

2. Overall operational management responsibility of staff and activities relating to economic development initiatives, including development of departmental goals and objectives.
3. Direction of the activities of planning, partnership, and economic development within a variety of targeted industry sectors.
4. Development and management of the annual Centergy operating budget and effective utilization of available resources.
5. Supervision of the Centergy staff, including hiring and performance evaluations.
6. Development of long-range plans and marketing strategies relevant to Centergy's goals and objectives.
7. Development of marketing plans and initiatives specific to business and talent recruitment and retention.
8. Collection and analysis of economic, market, and demographic data.
9. Collaboration with the leadership of the Wisconsin Economic Development Corporation, other regional entities, chambers of commerce, government entities, educational institutions, and other groups on matters related to regional economic development.
10. Advocacy for local, state, national, and international support with regard to investment, legislation, policy, and funding.

The information set forth above is not to be construed as an exhaustive statement of responsibilities.

## **IDEAL CANDIDATE PROFILE**

### Education and Experience

1. Seven plus years of experience in economic development, redevelopment, professional planning, or related fields.
2. Bachelor's degree in business, public administration, planning, or related field.
3. Certified Economic Developer certificate or commitment to obtain the certificate.

### Competencies and Personal Characteristics

1. Exceptional leader, capable of cultivating and maintaining effective working relationships with elected officials, educational leaders, members of the business community, media, staff members, and the general public.
2. Outstanding oral and written communication skills (e.g., listen to others' opinions, approachable, able to communicate effectively to a variety of constituencies and audiences, and an effective communicator in public forums).
3. Enlightened vision and approach for economic development activities.
4. Well-rounded experience in the areas of partnership development, marketing, fundraising, and project management.

5. Demonstrated success in developing, managing, and leading employees.
6. Demonstrated ability working with and developing consensus among a variety of sectors (government, business, education, non-profit, development, and community).
7. Strong understanding of issues and needs facing rural and urban areas.
8. Knowledge of regional opportunities, assets, issues, and challenges.
9. Goal oriented visionary with a creative and entrepreneurial spirit.
10. Superior strategic planning, analytical, and administrative capabilities.
11. Exhibits and fosters a collaborative approach.
12. Articulates a tangible vision, values, and strategy.
13. Exhibits the ability to influence people without direct authority (strong public relations skills and ability to work with diverse groups and perspectives).

The information set forth above is not to be construed as an exhaustive statement of requirements.

#### **SALARY AND BENEFITS**

Salary and benefits commensurate with qualifications and experience.

#### **APPLICATION PROCESS AND SELECTION**

Centergy is committed to recruiting, supporting, and fostering a diverse workforce and is an Equal Opportunity Employer. It is the policy of Centergy to provide reasonable accommodations to qualified individuals with disabilities.

The closing date for applications for this position is January 31, 2012.

#### **SUBMISSION OF APPLICATIONS**

To be considered for this position, please submit a cover letter with salary expectations and a resume to:

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President  
Centergy, Inc.  
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Wausau, WI 54402-8050  
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(715) 845-2718 (fax)