



Franklin County  
Dept. of Economic Dev. & Planning  
150 South Front Street, FSL Suite 10  
Columbus, Ohio 43215

## JOB ANNOUNCEMENT

**POSITION TITLE:** Senior Program Coordinator (Non-Bargaining) **PCN:** 051221

**SUPERVISOR:** Director, Economic Dev. & Planning **P.R.:** N15

**RESPONSIBILITIES:** Serve as primary liaison to the Franklin County business community and local jurisdictions regarding economic development and job retention and creation opportunities. Manage community and economic development activities such as; monitoring the Ohio Community Reinvestment Area/Enterprise Zone programs, tax abatement agreements, research and analysis activities, lending programs, deal structuring and other work tasks assigned by the Assistant Director or Director. Complete required paperwork for programs, create and evaluate performance measures, prepare reports and resolutions and present them to the Franklin County Board of Commissioners for approval. Represent Franklin County at regional economic development meetings and events sponsored by the Mid-Ohio Development Exchange.

**MINIMUM QUALIFICATIONS:** Bachelor's degree in planning, geography, economics, business, finance, or related field with three (3) years of program administration in economic development or related experience; or any equivalent combination of training and experience. Experience in running a Tax Incentive Review Council and State of Ohio Economic Development programs are desired.

**STARTING SALARY:** \$23.09/hour, plus a comprehensive benefits package  
180 Day Probationary Period

**DATE POSTED:** Thursday, December 17, 2015

**DEADLINE TO APPLY:** Thursday, December 31, 2015

If interested, please go to [www.franklincountyohio.gov/commissioners/hr](http://www.franklincountyohio.gov/commissioners/hr) and apply on-line.

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