

How to Apply

All positions are open until we find a great team member. GFDA offers excellent benefits, professional development, growth opportunities, and a flexible work environment. Candidates are required to live in or relocate to the Great Falls Montana region. We are proud to be an Equal Opportunity Employer.

To apply, email a cover letter and resume to:

Tracy Heggem, Executive Assistant

Tracy@GrowGreatFalls.org

Business Development Officer Downtown Great Falls

The Great Falls Development Alliance is looking for a Downtown Business Development Officer. This person will engage with property owners, developers, and targeted businesses to grow Downtown Great Falls Montana. We will train on all the tools and resources but we need someone who is not afraid to call people they don't know; who is excited to dig into complex deals and figure out solutions; who embraces change; and wants to be part of the team building our community from its core. Performance will be measured by development projects underway/completed and commitments secured.

We are an award-winning economic development team who believes with the right attitude and passion, we can train anyone to be an incredible economic developer. Check us out online to learn more:

www.GrowGreatFallsMontana.org. Salary for this position will start between \$55,000 to 65,000 depending on experience and will include a built-in bump based on performance.

Business Advisor Small Business Development Center (SBDC)

The Great Falls Development Alliance is looking for a Business Advisor with our Small Business Development Center (SBDC). Advisors provide no-cost business consulting services to entrepreneurs and small business owners. Key duties include developing business plans, conducting financial analysis, assisting with loan packaging, advising on marketing strategies, supporting operational growth, and guiding succession planning. Advisors also facilitate trainings and outreach, build partnerships, and maintain accurate, confidential client records. While we offer training and certification opportunities, we are looking for someone who has experience as a business owner, is proficient in financial statement analysis, has strong communication skills, and is excited to work with entrepreneurs.

Be part of an award-winning economic development team working with thousands of businesses each year. Learn more at www.GrowGreatFallsMontana.org. This position will start between \$50,000–\$55,000, depending on experience. *The Montana Small Business Development Center is funded in part through a cooperative agreement with the U.S. Small Business Administration and the Montana Department of Commerce.*

ORGANIZATION INFORMATION

We are growing! The Great Falls Development Authority (GFDA) is a regional public/private economic development organization that serves the 13-county urban/rural/tribal Great Falls Montana trade area. We are a certified Community Development Financial Institution, formed as a Montana nonprofit corporation with charitable 501 (c) 3 status. Our economic development efforts include business retention and expansion, business attraction, entrepreneurship, gap/bridge financing, brownfield redevelopment, talent attraction, and downtown/riverfront revitalization.

We have built an exceptional 20-member full-time professional economic development team. We host a Montana Small Business Development Center, Procurement Technical Assistance Center and Food & Ag Development Center and provide office space to the Montana Manufacturing Extension Center. We helped create and are partners in the Montana Defense Alliance, Great Falls Downtown Development Partnership, and Great Falls Tourism Alliance. We have \$31 million in loan capital, and through our non-profit affiliate, High Plains Financial, we offer SBA 504 loans statewide. GFDA is the developer of the Great Falls AgriTech Park, a 1,000+ acre BNSF Premier-certified rail industrial park.

GFDA is a partnership comprised of a wide array of partners. These include Cascade County, the Great Falls Area Chamber of Commerce, NeighborWorks Great Falls, Great Falls Tourism, Great Falls International Airport, Great Falls Public Schools, the Little Shell Tribe of Chippewa Indians, Great Falls College Montana State University, the University of Providence, Great Falls Business Improvement District, Central Montana Building Trades, Great Falls Homebuilders Association, and over 150 businesses in the region.

GFDA was the first economic development organization in the Rocky Mountain West to earn accreditation from the International Economic Development Council. We continue to earn the Platinum Seal of Transparency from Candid/GuideStar. Our efforts have won awards from the National Association of Development Organizations, the International Economic Development Council, the National Brownfield Conference, the U.S. Small Business Administration, and the Montana Economic Developers Association.

GREAT FALLS REGION

Great Falls Montana has been ranked as one of the best 100 cities to live in by Livability.com. We're ranked 4th best market in the nation for first-time homebuyers. We offer an exceptional quality of life, excellent schools and health care, affordable housing, and unparalleled outdoor recreation opportunities. Our cost of living is 89.5% of the national average, making us one of the most affordable communities in Montana. Live on the great falls of the Missouri River on the Rocky Mountain Front!

Visit the following websites for more information about GFDA, our community and the Great Falls region:

Great Falls Development Alliance
Relocating to and Living in Great Falls
Great Falls Montana Tourism
Central Montana Tourism

www.GrowGreatFallsMontana.org
www.LiveInGreatFalls.com
www.VisitGreatFallsMontana.org
www.CentralMontana.com