

## **Business Development Officers**

*Economic Development CDFI – Great Falls, MT*

The Great Falls Montana Development Alliance (GFDA) has two Business Development Officer opportunities. GFDA is non-profit economic development organization and certified Community Development Financial Institution based in Great Falls, Montana.

### *What you'll do:*

One Business Development Officer will focus on attracting and facilitating private investment in Downtown Great Falls. You will work with property owners to advance property improvements; work with existing businesses to thrive and grow; recruit businesses and real estate developers to expand into Downtown Great Falls; and market opportunities to invest in the downtown.

The other Business Development Officer will focus on attracting and facilitating private investment to expand and diversify the region's food, agriculture and bio processing industries. You will work with existing businesses to thrive and grow; recruit businesses to expand into the region; and market opportunities to invest in these industries in the region.

These are not remote positions; candidates must live in or relocate to the Great Falls Montana region.

### *Skills we're looking for:*

We are looking for candidates with a background in economic development, real estate development, finance, or business development/sales who have strong relationship-building and communication skills; work well within a team; and can excel in a fast-paced environment juggling multiple projects and priorities. These positions require outreach to businesses, property owners and partners - and some travel around the region and beyond. Creative problem solving, online research, and the ability to navigate deals to fruition are important.

### *Salary:*

These are salaried, full-time, professional positions with a starting salary range of \$60,000-\$65,000.

GFDA offers excellent benefits, professional development, and advancement opportunities. We are proud to be an Equal Opportunity Employer.

### *How to Apply:*

Please send a resume and cover letter telling us why you are interested in one, or both, of these positions and how you and your experience will enable you to be a star performer on our team.

Email cover letter and resume to:  
Tracy Heggem, Executive Assistant  
[Tracy@GrowGreatFalls.org](mailto:Tracy@GrowGreatFalls.org)

## **GREAT FALLS MONTANA REGION**

*Make your move. Join us.*

Great Falls has been ranked as one of the best 100 cities to live in by Livability.com. We offer an exceptional quality of life, excellent schools and health care, affordable housing, and unparalleled outdoor recreation opportunities. We are also one of the most affordable communities in Montana. Whether you are new to Montana or looking to move back home, we want you here!

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

- Great Falls Development Alliance [www.GrowGreatFallsMontana.org](http://www.GrowGreatFallsMontana.org)
- Relocating to and Living in Great Falls [www.LiveInGreatFalls.com](http://www.LiveInGreatFalls.com)
- Great Falls Montana Tourism [www.VisitGreatFallsMontana.org](http://www.VisitGreatFallsMontana.org)
- Central Montana Tourism [www.CentralMontana.com](http://www.CentralMontana.com)