



The Mississippi Development Authority is seeking economic development professionals to fill three (3) positions in the Business Development unit of the Office of Economic Development.

This is multi-faceted work across several areas of responsibility focused on attracting new and/or expanding businesses and industries to the State of Mississippi. Employees in these positions work individually and as members of a project management team to seek out and/or respond to prospective industrial and business clients, site location consultants, and similar entities, and to provide location assistance as needed.

Duties of MDA Economic Development Consultants, depending on area of assignment, include but are not limited to:

- Negotiates and/or assists in negotiating economic development contracts with public and private developers, businesses and industries.
- Works with compliance staff to determine project eligibility.
- Implements an annual plan that sets out goals and strategies for marketing assigned industry segments to potential clients.
- Contacts domestic and international industry consultants and business leaders to promote incentives and programs the State of Mississippi has to offer.
- Coordinates and plans prospect visits, site visits and other special events.
- Solicits development proposals and analyzes the feasibility of the projects.
- Manages project timelines for on-time completion.
- Complies with special confidentiality requirements that pertain to client and project information.
- Undertakes projects assigned by the agency director or administrative superior as required.
- Performs related or similar duties as required or assigned.

The starting salary for the MDA Economic Development Consultant is \$50,000 and requires a bachelor's degree in economic development, business administration, public administration or related field. These positions are non-state service and involve frequent and overnight travel.

Interested candidates should send a cover letter and resume to mdahumanresources@mississippi.org or the address listed below. The cover letters and resumes must be submitted by 4:00pm on September 12, 2018.

POST OFFICE BOX 849 ■ JACKSON, MISSISSIPPI 39205-0849
TELEPHONE (601) 359-3449 ■ FAX (601) 359-2832 ■ WWW.MISSISSIPPI.ORG