



Los Angeles Business Council Economic Development Director

The Los Angeles Business Council (LABC) is seeking an experienced economic development professional with a minimum of 3-5 years of non-profit or government experience to build a coalition of financial and technical service providers, small business intermediaries, local chambers, and prime contractors to utilize and distribute the LABC's Compete4LA Small Business Database of 30,000 small and diverse businesses developed to support the City of LA's new regional market procurement system RAMP. The Economic Development Director should have legislative and advocacy experience having worked with the City of Los Angeles, County of Los Angeles and State of California. Familiarity and past compliance with foundation and grant programs is desired.

Excellent writing skills required to produce copy for invitations, weekly member digest updates, scripts for educational events and talking points for members. Bilingual candidates are encouraged to apply.

Specific responsibilities include:

- **Help launch and market the Compete4LA Small Business Database developed by the LABC Institute. This will require outreach and marketing to intermediaries and prime contractors, as well as a grassroots outreach campaign** to the databases small business owners in historically underserved communities with supplier opportunities and business support resources. For those businesses ready to go, focusing them on the newly launched LA City regional RAMP procurement system.
- **Help build and maintain a coalition of business and community support organizations to market and outreach the Compete4LA database.** The Compete4LA database is designed to promote inclusive small business participation in the mega sports and entertainment events and major infrastructure projects in Greater Los Angeles (LA) over the next decade.
- **Manage the LABC's Leadership Council**, a coalition of nearly 40 intermediaries, public agencies, financial institutions, prime contractors, women and diverse-owned business associations, and community organizations helping oversee the LABC's Compete4LA small business initiative.
- **Focus on investment-ready businesses identified in the Compete4LA study and featured on the database that are ready to go** and onboard 100 intermediaries

including community economic entities, local chambers, government procurers and service providers and prime contractors to access them to up to 2000 free small business contacts.

- **Be the principal liaison to the EDA Grant backed “Get in the Game” team of leading business organizations** committed to equip local BIPOC- and women-owned small businesses with the resources and capabilities needed to compete effectively for forthcoming supplier opportunities.
- **Be responsible for compliance** with existing federal, state and local grants to the LABC/LABC Institute and help solicit new funds when necessary.
- **Responsible for tracking legislation** or policy development in the municipal and private sector that impact small and diverse businesses.
- **Be a good team member** and supporting the ongoing work of the LABC and Institute including developing educational panels, webinars and summits to support the mission of the organization.

Ideal starting date April 2022, undergraduate degree required, graduate degree and second language preferred, salary is negotiable and based on experience.