



# WHITE EARTH RESERVATION

**CHAIRMAN** Michael Fairbanks **Secretary-Treasurer** Michael LaRoque

**DISTRICT I** Henry Fox **DISTRICT II** Eugene Sommers **District III** Laura Erickson

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## White Earth Reservation Business Committee

### Job Announcement

**Position:** Economic Development Director

**Location:** White Earth RBC

**Pay:** \$41.57 DOQ

**Benefits:** Full

**Open:** 08-05-24

**Close:** Open Until Filled

**Status:** Full Time

The White Earth Reservation Business Committee is currently seeking a qualified applicant who will be responsible for implementing, planning, economic strategies and initiatives to enhance the economic well-being and quality of life for the White Earth Reservation Communities. This position involves working closely with tribal leadership, businesses and community members to create sustainable economic growth, job opportunities and business development.

#### Position Outcomes:

- **Relationship Management:** Build relationships with federal, state and regional economic development organizations to promote the White Earth Reservation.
- **Business Development:** Attracts new business and assists in retaining existing business on the White Earth Reservation. Promote and support the growth of tribal businesses and entrepreneurship.
- **Strategic Planning and Development:** Develop and implement comprehensive economic development plans aligned with the tribe's goals and objectives.
- **Manages division budget** in accordance to establish policies and procedures to ensure the best use of program funds.
- **Supervises assigned staff** to ensure internal policies and procedures are followed.
- **Manages division budget** in accordance to established policies and procedures to ensure the best use of program funds.
- **Community Engagement Focus:** Engagement with Community members to understand their needs and aspirations related to economic development.

#### Knowledge, Skills, and Abilities:

- Knowledge of the principles, practices, procedures, techniques, law, regulations pertaining to economic development and tribal and public policy.
- Knowledge of and ability to create, follow and apply the policies and procedures of the White Earth Tribal Council and the Economic Development Division.
- Knowledge of effective public, business and community relations techniques.
- Knowledge of state, federal and county economic incentive and financing methods.
- Knowledge of advanced business principles and economic factors as the relate to economic growth factors and successful implementation practices.
- Skills to plan, develop, manage, coordinate and promote an economic development program.
- Skilled in public relations and people interaction techniques ability to supervise high level executives and managers.
- Skilled in the design and implementation of programs to stimulate continued growth and prosperity of the community.
- Ability to interpret and understand financial statements in the business environment.
- Ability to communicate and work effectively with state, federal, and local officials, civic and grassroots organizations, representatives from business and industry, and other individual from diverse backgrounds as well as internal community organizations.

#### Qualifications:

- **Bachelor's Degree in Economics, Business or Public Policy and Administration and Master Degree in related field with a minimum of (5) years of senior/executive level management experience in government or tribal organization.**
- **Must have a valid Driver's License and insurance for travel between sites and other business-related destinations.**

#### Mail Applications to:

White Earth Reservation Business Committee  
Attention: Human Resources

P.O. Box 418

White Earth, MN 56591

**Download Applications at:** [www.whiteearth.com](http://www.whiteearth.com)

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