



ARC Program Manager/Community Development Specialist

The Ohio Mid-Eastern Governments Association has an immediate opening for an Appalachian Regional Commission Program Manager/Community Development Specialist. A Bachelor's degree in public administration or planning with a focus on community development and funding administration and/or a minimum of five years' experience in funding administration for public infrastructure and other community and economic development projects is required. Knowledge of federal and state grant/loan programs preferred. The selected candidate will administer the Appalachian Regional Commission/Governor's Office of Appalachia program. Other duties include researching funding opportunities, providing program updates, developing funding strategies, and meeting with local communities, non-profits, and state and federal agencies. The selected candidate will also provide training on grant writing and funding opportunities. Evening availability and regional travel will be regularly required. This is a full-time 40-hour per week position and salary is based upon education and experience.

Please submit a cover letter, resume and contact information for at least three relevant professional references by **April 28, 2017** to:

Ms. Sue Wood
Ohio Mid-Eastern Governments Association
326 Highland Avenue, Suite B
Cambridge, OH 43725
swood@omegadistrict.org

The Ohio Mid-Eastern Governments Association is an Equal Opportunity Employer.