Treasure Coast Regional Planning Council (Council) is seeking to hire a talented, driven, and self-motivated Disaster Economic Recovery Coordinator (DERC) for a two-year period to serve the communities and local governments across the Treasure Coast Region of Indian River, St. Lucie, Martin, and Palm Beach counties. The DERC will promote collaboration among regional stakeholders and direct activities that are sustainable and responsive for communities that have been impacted by the COVID-19 Pandemic. This position will work with Council staff to implement planning and coordination efforts focused on pandemic recovery and economic resilience plans for the Region.

**Primary Responsibilities Include**

1. Collaborating with local, state, and federal partners to identify the extent of economic distress caused by the COVID-19 Pandemic.
2. Working with all Regional stakeholders to identify needs of impacted communities and engage directly with elected officials and government staff to identify solutions.
3. Implementing economic recovery and resilience plans with the goal of rebuilding resilient and sustainable communities throughout the Treasure Coast Region.
4. Assisting in local, state, and federally led COVID-19 recovery planning efforts among the most highly impacted communities.
5. Identifying economic development, grant-eligible projects for state and federal resources in locally impacted communities and identifying ways to take full advantage of available funding opportunities.
6. Identifying and fostering private and non-profit partnership opportunities.
7. Serving as a liaison between local, state, and federal partners in order to speed the recovery process through strategic technical assistance and local capacity augmentation for the highly impacted communities within the Treasure Coast Region.
8. Working with impacted communities to incorporate mitigation and resilience-building measures into recovery plans.
9. Facilitating the implementation of locally generated disaster recovery economic development projects developed as part of Council’s Comprehensive Economic Development Strategy Plan (CEDS) or CEDS-aligned economic recovery and resilience plan.
10. Representing Council in a professional manner, interacting with economic development agencies, local governments, elected officials, citizens, and businesses at local, state, and federal levels.
11. Developing, in conjunction with stakeholders, plans and activities that support economic diversification, job creation, capital investment, and workforce development and training opportunities.
12. Analyzing data from a variety of sources, including GIS.
13. Developing long-term recovery and/or resilience planning documents.
14. Developing and updating reports, summaries, and schedules.
15. Tracking progress against budget, and otherwise supporting project management efforts.
16. Other duties as assigned to support short- and long-term recovery and resilience efforts in the Region.

Qualifications
- Bachelor’s Degree in planning, business/public administration, community development, or other related fields from an accredited college or university is preferred.
- A minimum of three (3) years’ experience in public administration, economic development, planning, emergency management, or related fields.
- Must have strong verbal and written communication skills.
- Proficiency in MS programs required. GIS skills an advantage.
- Experience in community planning is beneficial.
- Experience in grant application and management desirable.
- Must be self-motivated with a proven ability to work independently.
- Ability to be a team player working in a collaborative, fast-paced environment.
- Travel throughout four-county Region is required. Must have valid Florida driver’s license.
- Foreign language fluency a plus.
- Must pass background screening process.

About Council
The Treasure Coast Regional Planning Council is the only regional forum where elected and appointed leaders regularly come together to discuss complex regional issues; develop strategic regional responses for resolving them; and build consensus for setting and accomplishing regional goals. Council’s board is made up of nineteen elected officials and nine gubernatorial appointees. Council’s work programs include:

- Local and Regional Comprehensive Planning Assistance
- Urban Design, Town Planning and Redevelopment Initiatives
- Economic Development Initiatives
- Emergency Preparedness
- Dispute Resolution
- Transportation Planning
- Natural Resource and Energy Planning
- Affordable Housing Initiatives
- Visioning and Community Preference Surveys
**Location**
Primary work to be done at office location in Stuart, Florida. Travel is required throughout four-county region.

**Salary**
The salary for this position is $55,000 a year plus benefits. This is an exempt, full-time temporary position for a two-year period.

**EOE Statement**
We are an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, creed, religion, sex, national origin, political affiliation, age, marital status, family status, pregnancy, disability that allows performance of essential duties, sexual orientation, gender identify, or any other category provided by law.

**Contact Information**
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