

P.O. Box 346
30 W. Broad Street
Camilla, GA 31730
229-522-3552
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SWGA WORKFORCE INVESTMENT BOARD POSITION ANNOUNCEMENT

- POSITION:** WORKFORCE DEVELOPMENT DIRECTOR
- APPLICATION DEADLINE:** Application review begins immediately, but will remain open until filled.
- JOB DESCRIPTION:** This position is a professional, administrative and supervisory position involving responsibility for the Workforce Development Program of the Southwest Georgia Regional Commission. This will include but not limited to being responsible for achieving or exceeding the overall goals of the program as well as the development and implementation of a planning process which includes a work plan and budget. Additional information for this position is available on our website at www.swgrc.org
- MINIMUM REQUIREMENTS:** A Bachelors Degree in public administration or a related field plus two years experience at a management level. Related field may be Business Administration or Marketing. Must possess sufficient expertise with information technology to effectively and efficiently accomplish the duties assigned. Must have a valid Georgia driver's license. Ability to travel out of region with some overnight stays.
- APPLICATION PROCEDURE:** Interested candidates should submit a letter of interest highlighting relevant experience, resume, and names of three references to either:

Southwest Georgia Regional Commission
Attn: Sherry Knighten
P O Box 346
Camilla, GA 31730
or
sknighten@swgrc.org

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