

### Overview

One of the wealthiest and most beautiful states in America, the Commonwealth of Virginia offers exceptional human capital, geographic, and infrastructure assets. Virginia is also home to a diverse array of leading private-sector firms, world-class colleges and universities, national labs, and important military installations, as well as one of the most educated populations in the country. Virginia's integrated transportation system of highways, railroads, airports, and seaports provides logistical advantages for companies in every industry, including notable access to the deepest and widest port on the East Coast and Washington Dulles International Airport.

For nearly three decades, the Virginia Economic Development Partnership (VEDP) has served as Virginia's state economic development authority. VEDP is regarded as among the best state-level economic development organizations in the country. As a quasi-independent state authority governed by a board of directors that spans gubernatorial administrations, VEDP is a nonpartisan organization with stable leadership and nimble, creative, mission-focused operations.

VEDP collaborates with local, regional, and state partners to encourage the expansion and diversification of Virginia's economy. VEDP works to accomplish these objectives through a variety of activities, including marketing and lead generation; business retention, expansion, and attraction; trade development; business intelligence; competitive benchmarking; site development; performance-based incentives; and talent solutions. VEDP has offices in Virginia, Europe (Germany), Japan, Taiwan, and South Korea.

By statute, VEDP creates economic opportunity for the Commonwealth through eight core categories of responsibility:

- Ensure that effective marketing programs are delivered
- Engage in business development activities
- Engage in product development activities
- Encourage coordination of economic development organizations
- Encourage exports of Virginia's products and services
- Assist in formulating Virginia's economic development strategies
- Administer economic development incentive programs
- Fulfill administrative and reporting responsibilities



VEDP has a staff of over 200 and an annual operating budget of more than \$50 million.

VEDP offers a dynamic, collaborative, high-profile, fast-paced professional environment where a strategic, integrated, action-oriented approach is the standard.

Collaborating with hundreds of local, regional, and state partners in its strategic planning process, VEDP has five transformational goals for Virginia and VEDP that represent the central focus of its work:

- 1. Robust State Growth:** Position Virginia to achieve a growth rate among that of the top 10 states in the U.S.
- 2. Every Region Wins:** Ensure that every region participates in the growth of the Commonwealth
- 3. Best State Business Climate:** Cultivate a leading business climate and sector-specific ecosystems
- 4. Top State for Talent:** Establish Virginia as a top state for talent retention, attraction, development, and alignment
- 5. Most Innovative, Collaborative, and Effective State EDO:** Solidify VEDP's position as one of America's top state EDOs through an innovative strategy, collaborative approach, and effective outcomes

**VEDP's staff operates under a shared set of organizational values:**

- **One VEDP:** Working together as a collaborative, supportive team
- **Distinctive Insight:** Cultivating deep expertise and diverse perspectives
- **Authentic Partnerships:** Building strong partnerships based on integrity, authenticity, and respect
- **Growth Mindset:** Embracing continuous improvement with humility and boldness
- **Results Focus:** Competing with the grit to win and the curiosity to learn from our results

Today VEDP is poised to build on its strong foundation and accelerate progress toward realizing the transformational goals of the Strategic Plan through a bold, new operating model: the Innovative Framework for Economic Growth, which entails deep, holistic focus on core growth sectors through a whole-of-government approach in close collaboration with state, regional, and local partners. With significant new funding for economic development in the state budget and state leaders embracing economic development as a top priority, VEDP has an opportunity to fully achieve all five transformational goals over the next several years.



Martinsville Speedway



Dynamic Aviation,  
Rockingham County



CMA CGM Marco Polo,  
Virginia International Gateway, Portsmouth

## Position Overview

The Senior Vice President of Policy and Strategic Partnerships (SVP) plays a central role in achieving VEDP’s transformational economic development goals by providing executive leadership and strategically leading enhancements in the design and implementation of the following functions.

- **Economic Competitiveness:** Develops medium-to-long-term strategies to improve the foundations for state, regional, and local economic growth
- **External Affairs:** Coordinates and manages all legislative and budgetary initiatives; cultivates and manages relationships with local, state, and federal elected officials, as well as relationships with VEDP’s economic development partners across the Commonwealth; and convenes work groups and oversees special initiatives regarding policy development and program implementation
- **Real Estate Solutions:** Supports business attraction and expansion efforts by strategically developing a comprehensive statewide portfolio of project-ready sites and buildings and engaging economic development projects to address real estate needs

In addition to providing executive leadership for these three divisions, the SVP serves as a senior member of VEDP’s Executive Leadership Team, providing regular counsel and support to the President & CEO and other leadership team members on a variety of activities.

The position reports to VEDP’s President and CEO and requires strong leadership and management experience with a proven track record of collaborating with diverse partners and constituents to achieve mutually beneficial goals and objectives.

## Core Responsibilities

The SVP has four core responsibility areas:

1. **Leadership and Administration:** Provide senior leadership for division programs and initiatives for which SVP is responsible. Provide clear direction and clearly communicate goals of VEDP to staff, external stakeholders, and clients. Provide appropriate staff oversight and performance management. Foster independence and appropriate risk taking as well as team interdependence and support. Ensure adequate professional development opportunities are provided for team members. Execute effective budgets and assignments of tasks to maximize resource allocation. Promote and encourage teamwork across divisions at VEDP to ensure effective and efficient solutions. Work with President & CEO to advance and administer special projects. Speak to external groups about VEDP mission, initiatives, activities, and results. Provide advice on politically sensitive matters.
2. **Economic Competitiveness:** Monitor major workstreams to ensure alignment with expectations. Ensure the division is meeting timelines and regularly seeking feedback through regular check-ins with internal and external stakeholders. Ensure documents for President & CEO review are fully vetted and in appropriate form prior to sharing.

3. **External Affairs:** Ensure all budget and legislative requests are submitted, tracked, and implemented in a timely manner with necessary input from stakeholders. Provide strategic leadership for partner relations activities, including strong execution of Partner Relations Team activities. Ensure documents for President & CEO review are fully vetted and in appropriate form for final review. Engage regularly with Administration officials and General Assembly members.
4. **Real Estate Solutions:** Monitor major workstreams to ensure alignment with expectations. Ensure the division is meeting timelines and regularly seeking feedback through regular check-ins with internal and external stakeholders. Ensure documents for President & CEO review are fully vetted and in appropriate form prior to sharing.

## Experience Required

- At least ten years of progressively responsible leadership and management experience in high-performance organization(s) including substantial experience with economic development, public policy, and/or external affairs in a government environment
- Significant engagement with state government operations and economic development partners at the local, regional, and state levels, ideally at the state level in Virginia
- Development of research/white papers, studies, legislative reports, talking points, guidelines, and position statements
- Highly professional management approach to planning, organizing, coordinating, and directing organizational activities
- Ability to develop goals, plan and implement projects, work with others to negotiate issues effectively, and formulate and communicate recommendations
- Management of internal direct reports and indirect reports with a track record of developing people and building successful teams
- Effectiveness in implementing an organizational structure with clear roles and accountability, and fostering a culture that generates productivity, innovation, and success
- Ability to develop and lead a strong team in a dynamic environment, including division/department management, resource allocation, and project delegation
- Project leadership and management, working within external/internal cross-functional teams
- Strong verbal and written communication skills
- Public speaking expertise
- Operational performance management and reporting
- Budget/contract preparation and administration
- Solid understanding of economic development principles and processes
- Strong working knowledge of Microsoft Office, especially Word and PowerPoint



Danville Community College



GEICO, Stafford County



Smith Mountain Lake, Franklin County

## Personal Attributes

- Embodies VEDP's values
- Strategic thinker
- Strong attention to detail and accuracy
- Highly responsive
- Results-oriented implementer
- Excellent communicator
- Excels under pressure, in a fast-paced, high-profile work environment
- Enjoys meeting needs/deadlines of internal and external customers
- Strong relationship builder and team player
- Ability to adjust communication style to be effective with the audience/situation
- Promoter of talent development in direct reports and staff
- Strong work ethic
- Self-starter
- Positive attitude and energetic
- Passion for public sector impact
- Good instincts, flexible, and adaptive to change
- Apolitical yet politically savvy
- Sound judgment
- Leads by example
- Impeccable character

## Education

- Bachelor's degree required, with a Master's Degree and/or equivalent combination of training and experience preferred

## Compensation

- Salary will be competitive and commensurate with experience and qualifications.

## Selection Process

Being authorized to work in the U.S. is a precondition of employment. VEDP uses the E-Verify system and does not provide sponsorship.

All candidates must apply through our website [www.vedp.org/careers](http://www.vedp.org/careers). Applicants must submit a resume and cover letter. A valid Virginia driver's license and ability to obtain a passport is required. Application deadline: Open Until Filled

## References and Background Information

It is VEDP's policy to complete an extensive background and reference check of candidates. Once strong mutual interest has been established, candidates are asked to provide a list of references that should include, but not be limited to, a supervisor, a peer, a development client, and a subordinate, as applicable. Candidates will be asked to sign an authorization to release information for the purpose of background investigation, which may include verification of education, credit check, criminal, and driving records. Should an offer be extended prior to the completion of these checks, the offer will be made contingent on the successful completion of the reference and background checks.

*VEDP is an Equal Opportunity Employer. All applicants are considered for employment without regard to race, sex, color, national origin, religion, sexual orientation, gender identity or expression, age, veteran status, political affiliation, genetics, or against otherwise qualified individuals with disabilities. It is VEDP's intent that its employment and personnel policies and practices conform to all applicable federal, state, and local laws and regulations regarding non-discrimination and affirmative action. Applicants requiring more information or requiring assistance may contact VEDP Human Resources at 1.804.545.5634 or [vedphr@VEDP.org](mailto:vedphr@VEDP.org). TDD 1.800.828.1120.*