



**Position Title:** Senior Economic Development Advisor

**Statement of Duties**

The Senior Economic Development Advisor works with the President/CEO and the Secretary of Commerce and to enhance Commerce RI's readiness and capacity for real estate and economic development transactions.

**Position Functions**

*The essential functions and duties listed below are intended only as illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related or a logical assignment to the position.*

**Essential Functions**

- Will help build a transaction team capable of carrying out such real estate and economic development transactions; identify programs, initiatives, and incentives that will help to position Rhode Island for increased and more efficient business attraction, assistance and expansion.
- Incumbent will support the President/CEO and the Secretary of Commerce; assist in refining plans for the reorganization of economic development operations in the Commerce Corporation and across divisions of State government (as required by legislation and requested by the incoming Administration)
- The Senior Economic Development Advisor will support the President/CEO and the Secretary of Commerce working across the State agencies under the Commerce umbrella to optimize their coordination and efficacy, enable connections to the Commerce Corporation, and ensure the effective flow of and completion of work;
- Develop and implement strategies in areas such as partnerships with the state's key institutions and corporations, collaboration with infrastructure and workforce agencies and providers, and initiatives to enhance economic opportunities for unemployed and underemployed residents and economically disadvantaged communities.