

SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Approve the Economic Development Director job description revision effective April 25, 2023 (Staff Recommends Approval).

REQUESTED ACTION: Staff Recommends Approval

Meeting Type: Regular Meeting **DATE OF MEETING:** 4/25/2023

CONTRACT: N/A Vendor/Entity: _____
 Effective Date: Termination Date: _____
 Managing Division / Dept: **Employee Services**

BUDGET IMPACT: NA

FUNDING SOURCE: N/A
Type: N/A **EXPENDITURE ACCOUNT:** N/A

HISTORY/FACTS/ISSUES:

The Economic Development Director position became vacant on February 3, 2023. Since that time, we have posted the vacancy multiple times. During that time we received seventeen (17) applicants, none of which were met the experience, certification, or minimum qualifications for this position.

In order to support the current recruitment efforts and to update the priority requirements of the Economic Development Director job description revisions are incorporated for your consideration. These revisions should provide a clearer vision of the position and the requirements needed to be a successful applicant.

Staff recommends approval.

Prepared by: **Kitty L Fields** **ProWritingAid Check**