



Executive Director

**Ashland Area Economic Development Corporation (AAEDC) & Ashland Area Community Development Corporation (ACDC)
Ashland, Nebraska**

Position Overview

The Executive Director serves as the chief executive and administrator for the Ashland Area Economic Development Corporation (AAEDC) and provides leadership for its primary operating entity, the Ashland Community Development Corporation (ACDC). This role provides strategic, operational, and community-focused leadership to advance Ashland's economic vitality, quality of place, and long-term growth.

While the Executive Director's primary focus is on ACDC's economic and community development mission, the position also oversees and coordinates related efforts under the AAEDC umbrella, including tourism, downtown initiatives, and major community projects such as the Ashland Wellness and Aquatic Center. The Executive Director leads day-to-day operations across these focus areas and ensures alignment with Board direction, community priorities, and partner organizations.

The Executive Director will be expected to look beyond day-to-day operations and help position the organization for long-term success. This role will proactively identify emerging opportunities, align closely with key local, county, and regional partners, and help shape future collaborations that strengthen economic development outcomes for the Ashland area. As the organization continues to evolve, this position offers the opportunity to play a leadership role in broader partnerships, projects, programs and regional efforts over time.

The Executive Director reports to and serves at the direction of the Ashland Area Economic Development Corporation Board of Directors and acts as the primary spokesperson, coordinator, and leader for AAEDC, ACDC, and affiliated initiatives.

Key Responsibilities

Organizational Leadership & Operations

- Serve as chief executive and administrator for the Ashland Area Economic Development Corporation and its operating entity, ACDC
- Lead and manage daily operations, including planning, budgeting, reporting, and administration

- Develop and implement annual work plans aligned with Board priorities and community goals
- Oversee financial management and fiscal reporting
- Support the Board with information, analysis, and recommendations
- Future focus mindset on opportunities and partnerships to grow the organization

Community & Economic Development

- Advance initiatives supporting business retention, expansion, attraction, redevelopment, and reinvestment
- Serve as a primary contact for developers, investors, and entrepreneurs
- Support housing, downtown vitality, reuse of assets, and quality-of-place projects
- Coordinate major initiatives such as the Community Center project
- Assemble partnerships and resources to advance priority projects

Funding, Grants & Incentives

- Identify and pursue local, state, federal, and private grant opportunities
- Coordinate grant applications and required documentation
- Support grant administration, compliance, and reporting
- Maintain awareness of incentives and funding tools
- Provide regular updates to the Board on funding activity

Advocacy & Public Policy

- Advocate for policies and investments supporting community development
- Maintain relationships with local, county, regional, and state officials
- Monitor legislation and funding programs
- Represent community interests in regional and state forums

Partnerships & Regional Coordination

- Work closely with the City, Chamber, counties, schools, and regional organizations
- Coordinate with tourism and workforce partners
- Represent the organization in community and regional meetings

Business Engagement & Support

- Engage with existing businesses to support retention and growth
- Assist entrepreneurs with navigating resources and programs
- Maintain awareness of available sites and buildings

Marketing, Promotion & Sense of Place

- Promote Ashland's identity and opportunities
- Support marketing for economic development, tourism, and downtown initiatives

- Communicate Ashland's story consistent with community values

Preferred Qualifications

- Bachelor's degree in a related field or equivalent experience
- Experience in nonprofit leadership, economic development, business development, or grants
- Strong communication and relationship-building skills
- Experience with budgeting and organizational leadership
- Comfort working with Boards and public officials

General Qualifications

- Ability to manage multiple priorities independently
- Strong written and verbal communication skills
- Professional judgment and discretion
- Comfortable with public engagement
- Proficiency with basic office technology
- Flexible schedule availability

Personal Attributes

- Community-oriented and collaborative
- Forward-thinking and solutions-focused
- Approachable and trustworthy
- Organized and adaptable
- Passionate about Ashland's future

Employment & Reporting Structure

- Employment partnership with the City of Ashland, as a City Employee
- Reports to the Ashland Area Economic Development Corporation Board of Directors
- Oversees ACDC, tourism, downtown initiatives, and related community development efforts
- As the organization continues to evolve, this position offers the opportunity to play a leadership role in broader partnerships, projects, programs and regional efforts over time
- Competitive benefits and salary based on experience

Apply by sending your resume and qualifications to director@growashland.org