

PROJECT DEVELOPMENT MANAGER

Location: Sandusky, Ohio

Reports to: Chief Development Officer

As a chamber of commerce delivering comprehensive economic development services, the Greater Sandusky Partnership (GSP) acts as the advocate and catalyst that drives economic growth and vitality across the Greater Sandusky Bay region. With a regional approach, GSP serves as a center of gravity and creates a unified voice, collaborating with adjacent economic development organizations to impact the economy and expand partner capacity.

The Project Development Manager plays a key role in advancing GSP's mission to drive economic development and investment across the region. This position supports the Chief Development Officer (CDO) by managing and expanding strategic partnerships, leading development projects, and deploying innovative financing tools. The role is particularly focused on real estate and infrastructure projects, Port Authority financing programs, and proactive investment attraction efforts. The ideal candidate thrives in a fast-paced, collaborative environment and brings experience in economic development, project financing, real estate, and stakeholder engagement.

Key Responsibilities

- **Lead Investment Attraction:** Identify and pursue opportunities to attract new businesses and capital. Engage with site selectors, developers, and companies considering expansion or relocation into the region.
- **Project & Real Estate Development:** Support major development initiatives—particularly housing and mixed-use projects—by coordinating site readiness and structuring public-private deals using tools such as tax incentives, grants, and other financing mechanisms.
- **Port Authority Administration:** Aid the Erie County and Huron Joint Port Authorities in their utilization of financing tools like bond financing and the capital lease program.
- **Partnership & Stakeholder Engagement:** Cultivate and maintain relationships with key economic development partners including JobsOhio, Team NEO, local governments, community organizations, and private sector stakeholders.
- **Cross-Team Collaboration:** Align efforts with internal GSP teams (e.g., workforce, advocacy, marketing) to ensure coordinated project support and resource deployment.
- **Reporting & Strategy Support:** Track project impact, prepare reports, and support strategic planning efforts led by the Chief Development Officer.
- **Community Visibility:** Represent GSP at community, civic, and regional events to strengthen GSP's local presence and leadership role.

Qualifications

- Bachelor's degree in business, finance, economics, urban planning, public administration, or a related field.
- Proven experience in economic development, real estate, finance, or a closely related field.
- Demonstrated knowledge of Ohio's economic development landscape, including JobsOhio programs, incentive financing, and local government processes.
- Experience structuring and analyzing financing tools such as tax increment financing (TIF), bonds, tax credits, and Port Authority programs.

Ideal Skill Set

- Strong analytical and financial modeling skills, including ability to prepare proformas and evaluate project feasibility.
- Familiarity with site selection processes, incentive programs, and real estate development best practices.
- Excellent written and verbal communication skills, including the ability to present complex financing and development concepts to public audiences.
- Strong interpersonal skills with a track record of establishing trust with public and private stakeholders.
- Proven ability to manage multiple complex projects with a results-oriented approach.
- Proficiency with CRM systems, GIS tools, and economic development databases preferred.

Performance Expectations

- Deliver measurable outcomes such as new attraction leads, capital investment, projects advanced to completion, and formalized partnerships.
- Track and report metrics/KPIs to the CDO, CEO, and Board on project status, financial tools deployed, partners engaged and total economic impact.
- Contribute to the development of GSP's strategic plan by supplying data, analysis, and forward-looking recommendations.

Employment & Compensation

- This is a full-time, salaried exempt position, based in Sandusky, Ohio.
- Compensation is competitive and commensurate with experience.
- A comprehensive benefits package is provided, including healthcare and retirement plan contributions.
- The Greater Sandusky Partnership is an Equal Opportunity Employer.

How to Apply

Qualified candidates should submit cover letter and resume to:

Mr. Matt Lasko, Chief Development Officer: mlasko@greatersandusky.com