



**YANCEY COUNTY
VACANCY ANNOUNCEMENT**

DATE: January 17, 2023

YANCEY COUNTY is seeking a qualified individual for the following position:

TITLE: Projects Director/Grants Manager
Full-Time Position

DESCRIPTION: Develops grants and funding sources to support projects related to the growth of Yancey County; researches, writes, and contracts for grant procurement and administration; administers capital improvement grants; submits regular reports to granting authorities. Prepares department budget recommendation; recommends yearly goals and objectives. Serves as staff resource and technical consultant to the County Manager and Board of County Commissioners; and makes presentations to the County Commissioners on growth and expansion. Works in concert with the County Finance Officer to prepare the County's project and capital improvements budgets.

QUALIFICATIONS: Graduation from a four-year college or university with a degree in Business.

LOCATION: Primary duty station for the position is the Yancey County Finance Office located in Burnsville, N.C.

SALARY: Pay Rate dependent upon education/experience.

TO APPLY: Submit a Yancey County Application to the Yancey County Manager, 110 Town Square, Room 11, Burnsville 28714. Applications are available at the Yancey County Manager's office at 110 Town Square, Room 11, Burnsville or online at www.yanceycountync.gov/employment.

CLOSING DATE: Friday, January 27, 2023. Complete Application must be received by 5:00 p.m. in the Yancey County Manager's Office on the closing date. Late applications will not be considered.

HIRING AUTHORITY: The Yancey County Manager is the hiring authority for this position.
Equal Employment Opportunity Employer