

ECONOMIC DEVELOPMENT RESEARCH SPECIALIST

The Institute for Economic Advancement (IEA) at the University of Arkansas at Little Rock (UALR) seeks a highly qualified individual for each of two (2) positions as an Economic Development Research Specialist. Primary responsibilities include assistance in a combination of the following (depending on the candidate's expertise): 1) developing and/or coordinating programs in the Institute's Center for Economic Development Education; 2) teaching in the Center's short courses; 3) conducting local and regional economic development assessments tied to the Center's elected officials training initiative, and 4) facilitating economic development strategic planning support for localities and regions in Arkansas. Specific assessment projects will vary, but may include retail studies, socio-economic assessments, wage and salary analyses, applications of geographic information systems, business retention and expansion analysis, and/or information gathering and presentation.

To perform these responsibilities, the position involves participation in developing grants and contracts, and considerable linkage with the staff at the Arkansas Economic Development Commission. Frequent interaction with local economic developers, business leaders, elected officials, government agency personnel, and staff at partner universities is expected. The positions involves working closely with IEA's other functional units, including Survey Research, DINA, Decision Support, Business Research, Demographic analysis, the Census State Data Center, and the GIS Lab.

Qualifications for the position of Economic Development Research Specialist include a minimum of a Bachelors Degree, Masters Degree preferred, and preferably at least 5 years of experience in some combination of the primary responsibilities. The successful candidate will possess demonstrated competence in economic development technical assistance; experience in team projects; the ability to assist with economic development workshops; skills in word processing, data base management, spread sheets, and power point presentations; and strong interpersonal and communications skills.

Salary is competitive. Since the positions are supported from grants and program income, the initial term of employment is a maximum of three years. However, it is expected the positions will continue after three years. The application should include a cover letter, resume, official college transcripts, and names and contact information of three referees, who will be contacted by IEA when applicants reach the finalist stage.

All materials should be sent to:

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