MOUNT ROGERS REGIONAL PARTNERSHIP

POSITION ANNOUNCEMENT

TALENT SOLUTIONS COORDINATOR

Want to utilize your workforce development expertise, education experience and/or training skills to build a more prosperous region? Looking to join a team that is passionate and fun? Make it here at the Mount Rogers Regional Partnership!

ORGANIZATIONAL OVERVIEW

Mount Rogers Regional Partnership (MRRP) is a leading regional economic development organization, serving six localities in the Mount Rogers Region and I81-I77 Crossroads area of Virginia. MRRP was established as a 501c3 in 1989 and is led by a 22-member board of directors, which is comprised of local government administrators and managers, local IDA or EDA representatives and private sector business leaders. The organization is focused on marketing, talent solutions, business retention and expansion and industry recruitment.

POSITION DESCRIPTION

MRRP is seeking a highly organized and proactive Talent Solutions Coordinator to join our team. This role combines program development with event planning responsibilities, ensuring efficient operations and supporting our talent solutions initiatives. Launched in 2021, the talent solutions team has developed programs focused on outreach and connectivity. The efforts have targeted the K–12 and community college systems to ensure greater student engagement with regional training programs, internships and primary employers in the region's manufacturing and healthcare sectors. The newest team member will continue established efforts, while assisting in event planning and supporting marketing efforts. The goal is to build, retain and attract talent for our region.

EDUCATION & EXPERIENCE

- Related experience in talent programs and services, workforce development, talent recruitment, project management, economic development, communications or equivalent combination of experience
- Preferred associate's and/or bachelor's degree in business, economics, education or similar
- Preferred training and credentials with workforce development, human resources or similar

APPLY TODAY

Send cover letter, resume, and three references to ashrewsbury@mountrogersregion.com. Position is open until filled. Initial review of applications will be on November 27, 2026, target start date in December.

BENEFITS

- Competitive salary range of $50,000 to $55,000 in low cost of living region
- Attractive benefits package with Virginia Retirement System, as well as health, dental, life insurance, cell phone and mileage reimbursements

CORE DUTIES

- Managing talent solutions programming, including execution of programs and leading tours
- Researches and implements best practices in the field of talent retention, attraction and development
- Assists in the development of annual goals and performance metrics
- Tracks progress using metrics and benchmarks established by the organization to monitor progress towards clearly articulated, measurable goals
- Works with marketing team to produce digital marketing content (blogs, social posts, newsletters) focused on training programs, student engagement, immersion program, internships career opportunities, etc.
- Maintains connections with academic departments in the larger region
- Works with team to identify and utilize marketing channels that reach audiences such as veterans, young professionals, remote workers, etc.
- Serves as a part of the regional business resource team involving partners in economic development and workforce development
- Participates in efforts to find solutions to barriers for employment
- Assists with event planning and day of event operations across talent, investor relations, and other regional event sectors
- Crosstraining with other team members in marketing, investor relations, and business retention and expansion
- Other duties as assigned

REQUIRED SKILLS

- History of work with various stakeholders, business leaders, business organizations or associations
- Problem solving and creative ability
- Strong ability to network
- Current knowledge of talent development strategies including talent attraction efforts
- Excellent organizational skills and detailed planner
- Ability to analyze data and communicate its impact on the local and regional economies
- Excellent written and verbal communication skills
- Proficient with standard office software programs—CRM, Microsoft Office, data tools, etc.
- Absolute team player that is eager to engage multiple facets of the organization to accomplish the regional mission
- Experience planning events and ensuring smooth event operations on both a small and large scale