

## New Mexico Border Authority Executive Director

The Border Development Act, Chapter 58, Article 27 NMSA 1978 establishes the New Mexico Border Authority. The authority is a state agency and is administratively attached to the Economic Development Department. The authority consists of seven voting members. The authority is responsible for hiring an executive director who shall employ the necessary professional, technical and clerical staff to enable the authority to function efficiently. The executive director of the authority directs the affairs and business of the authority, subject to the policies, control and direction of the authority.

What does the Executive Director do:

Develop, implement, and manage plans and projects related to international crossings, capital infrastructure, economic development, and relationship building with multiple government agencies in the US and Mexico, through expertise in international trade, logistics, and transportation.

Conduct research on federal laws in the US and Mexico that may impact the international border crossings system in New Mexico and the Paso del Norte Borderplex.

Advise local and state officials on infrastructure needs and policy matters and provide recommendations and solutions through the Authority members.

Develop proficiency in understanding various revenue streams (tolls, grants, state, and federal transportation funding) available for border crossing projects for the purpose of short- and long-term project planning.

Present and explain economic and financial information and research results to members of the state legislature, public and private groups, and partners at the local, state, federal, and international levels.

Develop goals and objectives related to trade and economic development; implement policies and procedures.

Interpret economic and trade data relative to regional ports of entry; highlight issues and make recommendations to elected officials as needed.

Develop financial and revenue accounting and reporting mechanisms; document revenue sources; develop an estimate methodology; create and enact proposals to increase revenue streams; work with staff at other state agencies to improve accountability.

Supervise staff, including scheduling, assigning and assessing work. Monitor, direct, and measure employee performance and evaluations in accordance with state rules. Provide for employee training and development. Enforce personnel rules and regulations and work behavior standards firmly and impartially. Counsel, motivate and inspire employee performance and maintain a positive working environment.

Potentially interview applicants and make decisions on hiring, termination, reassignment, discipline, and other personnel actions in accordance with state rules and policies.

How does the job get done:

- Relationship building, persuasion and influence skills that drive outcomes
- Inspiring and empowering staff to drive outcomes and meet goals and objectives
- Maintaining existing and cultivation new partnerships
- Engaging and mobilizing multicultural and underserved community stakeholders
- Working collaboratively with local, state, regional, national, and international leaders
- Developing strategies to meet outcomes and implementing complex project deliverables
- Anticipating and overcoming barriers to implementing strategic plan priorities
- Effectively communicating through strong written and persuasive verbal abilities and excellent interpersonal and multidisciplinary skills
- Working effectively in collaboration with diverse and sometimes competing groups of people
- Utilizing strong organization skills to successfully manage multiple projects and tasks
- Displaying a consistently positive attitude, a mission-driven attitude, and self-directed prioritization, recognizing the reporting structure and identifying the need for guidance
- Ability to travel extensively within the region, the state, nationally, and internationally
- Employing superior management skills with an astute ability to troubleshoot, resolve differences, and gain wide-spread support in the course of managing projects.
- Possess and maintain a valid driver's license

Preferred experience and education:

Bachelor's Degree or higher in Economics, Public Administration, Business, International Relations, Planning, Engineering, Political Science, Government, Law, or Economic Development, or related fields, plus four (4) years of experience in any area related to public finance, public policy, international relations, project management, logistics, transportation or economic development; including at least (2) years of direct supervisory experience in a management and/or administrative capacity. Ten years of equivalent experience may substitute for educational background.

Experience setting goals and objectives for an agency, office, business or department; developing commercial or industrial infrastructure projects; analyzing rules and regulations; interagency coordination and experience working with state, local or federal governmental agencies and reporting to a board/council/commission is preferred. Fluency in English and Spanish also preferred.