



**Economic and Business  
Development Liaison  
City of Leon Valley, Texas**





## A City with Deep Roots & Big Ideas

With a vibrant population over 11,000, Leon Valley is the gateway to the Medical Center and the heart of San Antonio. It is quickly becoming one of the metropolitan areas dedicated to a superior quality of life for residents and visitors. Located in northwest Bexar County and surrounded by San Antonio, we offer both "small town hospitality and big city advantages". As a full-service city, we offer the small town hospitality of prompt and professional services, and community-wide events. As a suburb of a major city, we offer nearby entertainment and cultural experiences, as well as employment opportunities. Leon Valley is surrounded by major growth and employment generators such as USAA, an Insurance and Financial Services Company, Sea World Texas, Six Flags Fiesta Texas, Ingram Park Mall, University of Texas at San Antonio, St. Mary's University and the South Texas Medical Center. Leon Valley is a magnet for retail, commercial, and residential growth. For more information on the City of Leon Valley, visit [LeonValleyTexas.gov](http://LeonValleyTexas.gov)

### Overview: \_\_\_\_\_

The City of Leon Valley is recruiting nationally for a highly experienced professional to lead, inspire, and manage the initiatives and the day-to-day operations of the Economic Development Department.

The City of Leon Valley is a vibrant community positioned approximately 10 miles from downtown San Antonio. Located at NW Loop 410 at Bandera and within five miles from Medical Center and Texas' biggest attractions, Leon Valley is well-placed to capture more than 243,000 persons daily.

### Education: \_\_\_\_\_

Bachelors Degree from an accredited college or university with course work in Public Administration, Business Administration, Economics, Urban Planning or Marketing, or closely related field. Certified Economic Developer is highly desired.

### Experience: \_\_\_\_\_

Two to Five years of progressively responsible professional experience in municipal government.

## Economic & Business Development Liaison

**Salary: \$75,000 - \$90,000 annually**

**This position is eligible to receive merit-based pay, on documented outstanding performance at the discretion of the City Manager.**

### Leon Valley's Next Economic & Business Development Liaison Will: \_\_\_\_\_

- Assist in the recruitment of high-quality retailers, restaurants, and sales tax-generating businesses for the development of commercial tax-generating properties within city limits;
- Be the staff liaison to the Economic and Community Development Advisory Committee;
- Coordinate redevelopment, promote business retention and expansion and advance programs to promote economic growth consistent with City goals and objectives





## Benefits:

The City Offers an attractive benefits package, the central provisions of which are as follows:

**Retirement-** The City of Leon Valley participates in the Texas Municipal Retirement System. The City deducts 7% of your gross compensation and matches that at a 2 to 1 ratio. Eligibility for retirement is 10 yrs. at age 60 or 20 yrs. at any age.

**Group Insurances-** Health, dental and life insurances are covered at 100% for employee. Dependent care coverage is available at an affordable rate.

**More Information-** Contact the Human Resources Director at 210-684-1391 X 212 or e-mail [j.scott@leonvalleytexas.gov](mailto:j.scott@leonvalleytexas.gov)

## Applying:

All applications or resumes must be submitted to the Human Resources Office no later than 5:00 p.m. on September 21, 2022. Employment applications are available at the Leon Valley City Hall, 6400 El Verde, Leon Valley Texas, 78238 or on the City's website at [www.LeonValleyTexas.gov](http://www.LeonValleyTexas.gov). AA/EOE/ADA

Applications can be sent via e-mail to [c.caldera@leonvalleytexas.gov](mailto:c.caldera@leonvalleytexas.gov) or mailed to 6400 El Verde Road Leon Valley, TX 78238

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[www.leonvalleytexas.gov](http://www.leonvalleytexas.gov)

**Deferred Compensation, Leave Benefits, Cafeteria 125 Flexible Spending Account, and a Four Day Work Week**

**The final filing date is September 21, 2022**