

Special Projects Manager

To Apply:

Send resume and cover letter to Robbie Bennett, President & CEO, at robbie.bennett@srscro.org.

Position Summary

The Special Projects Manager supports the mission of the SRS Community Reuse Organization (SRSCRO):

We strengthen and connect the Savannah River region through collaboration, advocacy, and education — connecting communities, industry, educators, and the Savannah River Site to expand opportunity, strengthen talent pipelines, and inspire the next generation of innovators. Together, we invest in people and partnerships that ensure our region's continued leadership in nuclear advancement and shared success.

Under the guidance of the President & CEO, the Special Projects Manager leads initiatives that advance SRSCRO's policy, advocacy, workforce development, and strategic planning efforts. The position serves as a key liaison among industry leaders, educational institutions, economic development organizations, government officials, and community stakeholders to support regional economic growth and workforce priorities, with particular emphasis on the nuclear industry and Savannah River Site mission.

The ideal candidate is a strategic and detail-oriented professional with strong organizational, communication, research, and partnership-building skills. The manager will coordinate high-impact initiatives, support regional studies, develop policy and advocacy materials, and help secure resources that advance SRSCRO's mission and long-term goals.

Key Responsibilities

Policy, Advocacy and Strategic Initiatives

- Support SRSCRO policy and advocacy initiatives that advance regional economic development and workforce priorities.
- Prepare policy papers, briefing materials, educational resources, and presentations for local, state, and federal elected officials regarding issues important to SRSCRO and the Savannah River Site.
- Manage and coordinate regional studies and strategic initiatives, including workforce studies, economic impact analyses, housing studies, and strategic planning efforts.
- Support implementation of the Nuclear Workforce Initiative® and administration of the WORC Grant Program.



- Monitor activities of public and private organizations that may impact SRSCRO’s mission, goals, and objectives.
- Represent SRSCRO through formal and informal presentations, meetings, and stakeholder engagements.

Stakeholder Engagement and Partnership Development

- Develop and maintain collaborative relationships with economic development organizations, chambers of commerce, major employers, educational institutions, and industry partners.
- Conduct proactive outreach and ongoing communication with regional stakeholders to align policy and workforce priorities.
- Foster partnerships that strengthen workforce pipelines and support regional economic competitiveness.
- Coordinate activities with public officials, corporate leaders, educational administrators, and community organizations.

Grants, Communications and Project Management

- Identify, pursue, and support grant and funding opportunities that advance SRSCRO strategic initiatives.
- Assist in proposal development, reporting requirements, and project implementation for grant-funded activities.
- Manage SRSCRO newsletters and communications to ensure timely sharing of important information with partners and stakeholders.
- Track project milestones, outcomes, and performance measures to ensure successful completion of initiatives.
- Support special projects and strategic assignments as directed by SRSCRO leadership.

Qualifications

- Bachelor’s degree in public policy, business administration, communications, economic development, workforce development, education, political science, or a related field.
- Minimum of two years of progressively responsible professional experience.
- Experience in program management, project management, policy development, workforce development, economic development, energy, nuclear industry initiatives, or related fields preferred.
- Experience coordinating stakeholder groups, advisory committees, boards, or community-based initiatives.
- Experience working with government-funded programs, elected officials, corporate executives, and educational leaders preferred.

Required Skills

- Excellent interpersonal and communication skills, with the ability to work effectively with diverse audiences and stakeholder groups.
- Strong written communication skills, including research, report writing, policy development, and presentation preparation.
- Ability to work independently and complete assignments with minimal supervision.



- Strong organizational and project management skills with attention to detail and follow-through.
- Ability to manage multiple priorities and competing deadlines in a fast-paced environment.
- Knowledge of workforce development, economic development, labor market trends, and regional industry needs.
- Strong analytical and problem-solving abilities.
- Ability to build relationships, facilitate collaboration, and foster productive partnerships.
- Adaptability and resilience in managing changing priorities and emerging opportunities.
- Proficient computer skills, including Microsoft Office Suite and related business applications.

Preferred Skills

- Knowledge of the Savannah River Site (SRS) mission and regional workforce ecosystem.
- Familiarity with state and federal policy processes.
- Experience with grant writing, strategic planning, and economic development initiatives.
- Understanding of nuclear industry workforce needs and regional economic development strategies.

Reports To

This position reports to the President & CEO.

SRSCRO Websites

www.srscro.org

www.workatsrs.com

Salary

Salary Commensurate with Experience

Hiring Range: \$55,000 to \$65,000 per year

Location

520 Georgia Avenue, North Augusta, South Carolina

Employment Type

Full-time, Exempt

