



Worksite: Hancock County Economic Development
Carthage Community Development

Job Title: COVID-19 Recovery Resource Coordinator

Job Description: Assist HCED and CCD coordinate COVID-related resources and grants for Hancock County

Job Duties:

- identify grant opportunities and sharing the information with eligible entities
- assisting with grant applications,
- develop tracking forms for grant reporting
- assist Hancock County with COVID grants
- assist the Health Department with COVID-related outreach, as necessary

Please submit a resume listing your qualifications and work history, along with a cover letter stating why you are interested in this position along with at least three professional references to director@growthancock.com