

POSITION: Community Development Manager

COMPANY: Northeast Florida Regional Council, Jacksonville, Florida

DESCRIPTION:

A regional governmental entity, serving seven counties and 25 municipalities in Northeast Florida, is seeking a Community Development Manager. This is a management position overseeing the Council's work in Planning & Growth Management, Economic Development, Transportation, and other relevant projects and programs. This position will provide oversight to several staff members, including the implementation of programs and contracts, and the management of deliverables. Of equal importance is the work of developing and maintaining internal and external relationships with member local governments and partner agencies to further the work and services of the NEFRC.

REQUIREMENTS:

- The successful candidate is knowledgeable and experienced working with Florida's community planning and growth management policies and related Florida Statutes, specifically with Comprehensive Plans (Ch: 163, Part II); is familiar with community development issues – including affordable housing, transportation, economic development, etc. The candidate must be experienced with writing and implementing comprehensive plans; demonstrated success in managing diverse programs; is experienced in strategic planning and developing and implementing new programs and projects.
- Demonstrated experience in program or project management, including planning, implementation, evaluation, and budgeting.
- Experience and understanding of facilitating public meetings and community engagement with a diverse range of stakeholders. A key program of the NEFRC is Community Visioning, targeting small municipalities. This position requires management of that effort.

To view the full job description, visit our website at www.nefrc.org/nefrc-positions. Please provide references and a writing sample with resume.

EDUCATION:

- Minimum: Bachelor's Degree from an accredited college or university supplemented by eight (8) years of experience, which includes 2-3 years of progressively responsible supervisory and management experience.
- Preferred: Master's Degree from an accredited college or university supplemented by five (5) years of experience.
- ACIP certification is preferred.

BENEFITS:

Excellent benefits package available, including participation in the Florida Retirement System and a hybrid work schedule. Starting salary: \$85,000. Email resume and writing sample to PS@nefrc.org. Smoke/Drug Free Workplace EOE/ADA Employer. Position is open until filled.