



CITY OF GREENSBORO
invites applications for the position of:

Neighborhood Development Director

SALARY:	\$100,572.00 - \$134,096.00 Annually
OPENING DATE:	05/24/21
CLOSING DATE:	06/23/21 11:59 PM
DESCRIPTION:	

The NEIGHBORHOOD DEVELOPMENT DEPARTMENT

The City's Neighborhood Development Department provides a broad range of housing and community services, and is made up of two divisions: Community Improvement and Housing and Community Development. The Community Improvement Division provides code compliance services that enforce City ordinances addressing housing, nuisances, and junk vehicle violations. The division also provides housing rehabilitation services to help homeowners to make needed repairs to their property. The Housing and Community Development Division administers funds for housing development (Multi and single-family housing), down payment assistance, neighborhood reinvestment, and homelessness assistance programs. In addition, this division manages all local, state and federal funds and is responsible for the department's compliance reporting and planning activities, while working closely with numerous local nonprofit housing providers and service agencies.

Neighborhood Development administers annual entitlement funds from the US Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG), HOME, Emergency Solutions Grant (ESG) and Housing Opportunities for Persons with AIDS (HOPWA) programs. Neighborhood Development recently received federal funds to continue to address home health issues including lead paint. In addition to federal funds, the department is responsible for administering housing bond funds. In response to the COVID-19 pandemic, the department received CARES Act funds for emergency housing assistance and US Treasury funds for emergency rental/utility assistance to city residents financially affected by the pandemic.

A detailed description of the Neighborhood Development Department can be found on the [City's Website](#).

The NEIGHBORHOOD DEVELOPMENT DEPARTMENT Director Position

The City of Greensboro is seeking a Neighborhood Development Director to partner with community stakeholders to ensure quality neighborhoods, affordable, and high-quality housing for its residents. The next director will have a track record of leveraging community development programs and initiatives to promote community development. A successful history of building bridges among stakeholders, facilitating win-win solutions where divergent interests lie, and generating commitment and enthusiasm for the vision of building vibrant neighborhoods will be key credentials.

Salary and Benefits: The hiring range is \$100,572-134,096 (beginning salary will be commensurate with experience). The City offers outstanding benefits and more information can be viewed [here](#).

Residency requirement: The Neighborhood Development Director shall live within a 30-mile radius of Greensboro city limits within 12 months of appointment.

CANDIDATE PROFILE

The director of the Neighborhood Development Department will report to one of four assistant city managers. The individual selected for this key role will lead a Department of approximately 30 employees with an annual budget of \$8M. The next director will also be responsible for managing in bond funds from a November 2016 referendum. The goal of that funding is to produce 1,000 affordable housing units. The department is also collaborating with the Community Foundation of Greater Greensboro to launch a new initiative, Housing Our Community to establish a shared housing vision for a successful, sustainable, affordable housing plan for the city. Moreover, the director would also partner with a community task force made up of more than 100 people working to produce more affordable housing and housing related services.

For more details regarding the position please click on the following: <https://www.greensboro-nc.gov/home/showdocument?id=49115&t=637574434744857566>

HOW TO APPLY

To apply, go to <https://agency.governmentjobs.com/developmentalassociates/default.cfm> and click on the – **Neighborhood Development Director – Greensboro** link. To learn more about the selection process, visit [Client Openings](https://developmentalassociates.com/client-openings/) (or copy and paste into your browser: <https://developmentalassociates.com/client-openings/>). It is not sufficient to send only a resume. Resumes and cover letters should be uploaded with the application. Applicants should apply by June 23, 2021. Application review begins June 24, 2021. Finalists will participate in virtual interviews and skill assessments on July 27-28, 2021. This requires about 3-4 hours of time, not including preparation. Interviews with the Leadership team will follow at a subsequent time. Applicants are encouraged to hold these dates should they be invited to participate. All *inquiries* should be emailed to hire@developmentalassociates.com. Developmental Associates, LLC is managing the recruitment and selection process for this position.

TYPICAL DUTIES:

QUALIFICATIONS:

As the Director, this person must demonstrate significant experience in a department with similarly diverse facilities and functions, serving an urban environment.

Minimum Requirements:

- Bachelor's degree and 10 years of well-rounded and progressively responsible experience or 12 years experience with an Associate's Degree or 15 years experience and a high school diploma.
- The Neighborhood Development Director's work shall include demonstrated experience in administration of housing development programs, housing development finance and budget management.
- A minimum of six years supervisory experience
- Two years management experience including work with Boards and Commissions required

Preferred Experience:

- A Bachelor's or Master's Degree in Public or Business Administration or Planning
- Local government experience in community development

The Successful Candidate:

- recognizes that revitalizing neighborhoods is fundamental in creating quality of life in a community as well as promoting economic development;
- has an excellent history with elected officials, neighborhood and community leaders;
- possesses current and management expertise in code enforcement and housing development strategies;
- has demonstrable experience in developing and implementing a broad range of successful community development programs and services;
- is deeply knowledgeable of housing development and revitalization funding strategies;
- is skillful in navigating challenging issues that ignite passions of citizens and elected officials;
- serves as a liaison and builds collaborative relationships with partners across the various stakeholders in the community which includes the City of Greensboro, Guilford County, neighborhood and home owner associations, nonprofits and other organizations.
- is knowledgeable of federal, state and local law, codes and regulations governing the administration of code enforcement, housing and financing programs;
- inspires others by leading through empowerment, and is equally dedicated to building a cohesive team throughout the department, as well as the development of individual employees;
- monitors and manages the departmental budget and is resourceful in finding or developing innovative solutions to meet workload demands with reduced staff in a tight budget climate;
- is a principled leader who values accountability while holding realistic and fair expectations of self and others;
- is an excellent and effective communicator, including one on one, small groups and public speaking, who confidently and persuasively engages citizens, community groups, staff, and Council.

REQUIREMENTS:

It is the policy of the City of Greensboro to hire and promote the best-qualified individual(s) available. To this end, no person shall be refused employment, denied promotion or assignment, discharged or otherwise discriminated against or given preference in any aspect of the employment relationship on the basis of race, gender, religion, age, political affiliation, national origin, sexual orientation, physical or mental disability, genetic information, or any other non-job related factor, except when certain physical and mental requirements are bonafide occupational qualifications. The City of Greensboro is required by law to provide reasonable accommodation to qualified applicants with disabilities. The City may provide you with a reasonable accommodation based on appropriate and timely requests (unless so doing will result in undue hardship to the City).

eVerify statement: The City of Greensboro is an E-verify employer. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States.

Background Check statement: If selected for referral and consideration for hire, the City will conduct a personal background check including criminal convictions and if applicable for the position, a driving history. The results will be reviewed to determine if the information is relevant to performing the duties of the job.

Salary Statement: All offers are competitive and commensurate with skills and experience.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.greensboro-nc.gov>

Position #02461
NEIGHBORHOOD DEVELOPMENT DIRECTOR
AS

300 West Washington Street
Greensboro, NC 27401

city.employment@greensboro-nc.gov
