



**OAKLAND  
BUSINESS  
IMPROVEMENT  
DISTRICT**

**Director of Placemaking and Activation**  
**Full-time**  
**FLSA Status: Salaried / Exempt**

**Position Overview**

The Director of Placemaking and Activation will support the exciting growth of the Oakland Business Improvement District (OBID), a comprehensive place management organization that works to ensure Oakland's place as a world class center accelerating Pittsburgh, Pennsylvania's status as a global leader in the innovation economy. This position is a unique opportunity for a highly skilled, team oriented professional to contribute to strengthening Oakland's business climate and to shape and activate Oakland's public life by managing initiatives related to public realm experience and activation and to economic vitality. We recognize the on-going changes to consumer habits and to the way people use, relate to and experience public space, workspace, office, retail, restaurant and traditional brick and mortar storefronts. We seek an individual who is comfortable working in such an ever-shifting context and capable of envisioning innovative high impact solutions and interventions.

**Job Description**

We seek a results-driven, creative problem-solver motivated by a desire to make a real difference in our community. We need a person who prioritizes people and relationships and enjoys high levels of stakeholder engagement and working in an environment of collaboration and innovation. As the point person for our many projects and initiatives, the ideal candidate will engage many diverse groups, colleagues, and professionals from various industry sectors. The position will have the opportunity to learn about all aspects of placemaking, business vitality and development including design, project management, storefront promotion and leasing, city permits and approvals, business advocacy and delivering quality projects on schedule and within budget.

We seek candidates with the demonstrated ability and desire to:

- Passion for, commitment to, and understanding of OBID's Mission to ensure Oakland's place as Pennsylvania's global center.
- Display a willingness, enthusiasm, and innovative spirit to address problems, identify solutions and manage processes to facilitate effective place management and business development initiatives.
- Work collaboratively, maintaining rapport with both internal and external colleagues and partners.
- Actively participate as a team member, sharing new ideas and contributing to key initiatives.
- Manage the Clean and Safe contract responsible for public realm services.
- Supervising the daily activities of the Special Events Coordinator and other staff, as appropriate.
- Manage initiatives related to public realm activation, public art, business vitality and recruitment.
- Contribute to a broad range of critical activities, from organizing responses to RFP's to representing the organization at City commissions, community meetings and public forums/events.
- A hands-on professional with an open and friendly personality that encourages enthusiasm and creativity.
- Highly motivated, independent-thinking, and energetic professional with a can-do attitude, drive to take initiative, and willingness to actively contribute to a successful, high-functioning team and support overall organizational goals and needs.
- Strong interpersonal skills and ability to establish trust quickly with others while cultivating and growing relationships among diverse stakeholders.

- An experienced communicator who is well versed in business district engagement and facilitation and who commands well-developed interpersonal and oral/written communication skills.
- Exhibit high level of integrity and standards of quality in all aspects of work.

### **Professional Qualifications**

The Director of Placemaking and Activation will report to the Chief Executive Officer. Qualified individuals will be expected to have:

- A minimum of seven (7) years of experience in placemaking, place management, business, and economic development.
- A Bachelor's degree in architecture, planning, urban design, civil engineering, business management, or a related field is required.
- Considerable experience in public space planning and design, in collaborating with elected officials, government offices, building owners, developers, businesses, and residents.
- A desire to pursue contemporary concepts, placemaking best practices, and innovative strategies and techniques.
- High Level of proficiency with Microsoft Office programs.

### **Salary and Benefits:**

Salary range is \$60,000 - \$70,000 commensurate with experience and dependent on qualifications. In addition, OBID offers opportunities for performance-based incentive. This is a full-time position with excellent benefits package:

- 100% employer-paid individual health coverage, effective first of the month following hire date (includes medical, dental and vision)
- Long Term Disability and Life Insurance
- 403(b) retirement plan with employer contribution beginning after 12 months of employment
- Generous PTO
- Ten paid holidays per calendar year
- Monthly cell phone and parking allowance

OBID supports a flexible work schedule environment. All staff continue to work remotely but also have the option to work in a shared co-working office space in Oakland.

**TO APPLY:** Submit resume, cover letter, salary expectations and three (3) professional references to [inquire@oaklandbid.org](mailto:inquire@oaklandbid.org).

*OBID is an Equal Opportunity Employer.*

*Diversity and Inclusiveness: OBID strives to create a diverse and inclusive workplace. We highly encourage qualified applicants regardless of age, color, creed, disability, ethnicity, gender, gender identity or expression, marital status, national origin, race, religion, sexual orientation, military or veteran status, or any combination of these or related factors, to apply for consideration.*

### **About OBID**

We are the Oakland Business Improvement District (OBID), one of Pittsburgh's largest place management organizations. As the face of Oakland's future, we are driven by our vision to set the standard for growth and innovation. This is accomplished by reframing the experience of the commercial, retail, office, and residential environments, while dismantling oppression, embracing diversity, promoting diverse business, and creating spaces for social, racial, and economic justice. We are an established and growing organization that is seeking dedicated individuals who share our commitment to ensure Oakland's place as Pennsylvania's global center. For more information, visit [www.oaklandpittsburgh.com](http://www.oaklandpittsburgh.com).