



CITY OF CHANDLER, ARIZONA

DOWNTOWN CHANDLER COMMUNITY PARTNERSHIP EXECUTIVE DIRECTOR/PRESIDENT

Chandler, AZ (pop. 281,233) Chandler is a community built by entrepreneurial spirit, innovation, and hometown traditions since being founded by Dr. A.J. Chandler in 1912. It is known for high-tech industries, safe and inviting neighborhoods, superior schools, abundant recreation and exceptional entertainment, dining, and shopping experiences. Thoughtful, consistent planning coupled with business attraction and growth has transformed the community into one of the strongest economic centers in the southwest. Talented people, internationally recognized companies and startups spanning a range of industries have helped it become the “Community of Innovation.”

Chandler continues to earn national recognition for being among the most prosperous, livable, and safest cities in the country. The City has worked for decades to build a location for business success and to create a sense of place that is appealing to large and small businesses alike. From urban mixed-use concepts and intimate boutique settings to a regional mall and large power centers, Chandler offers excellent opportunities for shopping and dining. Chandler is also an excellent setting for both recreation and culture. Horseback riding, running paths, biking trails, aquatic centers, golf courses, museums, sports fields and concert venues are all located within the City's borders. Known as the heart of the city, Downtown Chandler is a walkable district and collaborative space with local restaurants, shops and breweries boasting a vibrant live 7 days a week music scene with over 12 stages. The downtown is also the cultural center of the community full of murals, art gallery, public art and performing arts center.

The Downtown Chandler Community Partnership (DCCP) is a 501(c) 6 nonprofit corporation whose mission is to mobilize leadership and resources to advance the development of downtown Chandler as a regional destination for shopping, dining, living, culture, and the arts. The DCCP works on behalf of the Enhanced Municipal Services District (BID), created in 2006, to provide enhanced marketing and promotion, safety and beautification and management of the downtown area beyond what is done by the City of Chandler.

The DCCP's mission is to facilitate the City's processes to make historic downtown Chandler a viable, attractive, exciting, and inviting downtown for all the community to take pride in and enjoy. They host several events in the downtown area including a Farmers Market, Small Business Saturday, Sippin' Santa's, Oktoberfest and “Your Bacon Me Crazy” Brunch Crawl and additionally, they host the holiday display Sugarland. We also partner with outside event producers for Chevy's in the Park and Downtown Chandler Fine Art and Wine Festival. They also have advertising and marketing programs designed to enhance their mission and promote downtown businesses.

The Executive Director shall be the chief executive officer of the corporation. It shall be the duty of the Executive Director to conduct the official correspondence, preserve all books, documents, and communications, keep books and accounts, and maintain accurate records of the proceedings of the corporation, the Board of Directors and all committees. They shall have general supervision of all employees and shall aid the officers, Directors, and Committee Chairpersons in the execution of their duties. They shall be the liaison to the Downtown Redevelopment Manager within the City of Chandler and shall work closely in the economic development and planning work relating to downtown development and redevelopment within the City of Chandler. The Executive Director reports to the Board of Directors.

The Executive Director's primary responsibility is to collaborate with all key stakeholders in the downtown area, including merchants, property owners, civic groups, and local government staff to undertake joint activities which will encourage a cooperative climate and working relationship among downtown businesses, property owners, organizations, City committees, and public officials.

The Executive Director will be evaluated on entrepreneurial skills, creativity, and organizational abilities while functioning independently. Creating a vision for the ongoing success of Downtown Chandler and surrounding businesses, as well as the ability to communicate that vision, will be part of the ongoing goal setting and evaluation process.

MINIMUM QUALIFICATIONS

- Minimum Bachelor's Degree
- Five (5) to seven (7) years of experience in one or more of the following areas: downtown special district/commercial district management, economic development, urban planning, or any closely related field.
- Thorough knowledge of downtown management and commercial district revitalization and development.
- Exposure to and a passion for creativity in community development, clean and safe strategies, urban design, city planning, and economic development programs.
- Strong working knowledge of budget management, contract negotiation, and fiduciary responsibilities.
- Entrepreneurial, imaginative, well organized, high energy, and capable of functioning effectively in an independent environment.
- Ability to listen and work with an active Board, merchants, property owners, community and government leaders and advocates.
- Capable of creatively managing multiple tasks successfully and exercising sound judgment in evaluating and making decisions to manage sensitive issues with diplomacy and confidentiality.

PREFERRED QUALIFICATIONS

In addition to the minimum qualifications set out in the job description, the candidate selected for the role of Executive Director demonstrate some of the following preferred qualifications:

- **Leadership:** A demonstrated record for integrity, professionalism, sound judgement, and leadership. Candidates who have shown a forward-thinking and motivational

approach to leadership will be prioritized. Energetic, with optimism, in developing innovative ideas to increase the BID with additional members as well as enhanced services.

- **Collaboration:** Maintains strong public-private partnerships among stakeholders including businesses, funders, elected officials, community groups, and others. Works in partnership with the city and key stakeholders in downtown improvement and beautification projects. Continues to improve on the communications between the BID, stakeholders, and the city.
- **Community relations:** Experience in community relations and outreach with the demonstrated ability to build strong, independent working relationships with diverse constituents and community representatives. Experience raising funds through sponsorships and grants.
- **Management:** Knowledge of organization and management practices and methods, including goal setting, program development and implementation, employee supervision, personnel management, employee relations, team building, budget development and fiscal management.
- **Visibility/Interactions:** Ongoing visibility in the district including weekends and evenings providing face to face interaction. Developing and managing a marketing and communications plan for the district and continuing to improve on the current events offered while also establishing new ones to attract greater audiences to the downtown area.

COMPENSATION AND BENEFITS

The compensation range for the position is \$105,000 - \$120,000 depending on qualifications. The ability for bonuses is possible based upon reaching certain goals. Additionally, there is a simple IRA and other benefits are negotiable.

HOW TO APPLY

Interested candidates should apply at once but not later than July 29, 2022, to Sarah McKee, Senior Vice- President, GovHR USA with cover letter, resume and a list of three professional references. Apply online at www.GovHRjobs.com. Only electronic applications will be accepted.

Downtown Chandler Community Partnership is committed to compliance with the American Disabilities Act and is an Equal Opportunity Employer. Diversity and inclusion are critical to their success. They seek to recruit the most talented people from a diverse candidate pool and strongly encourage all qualified candidates to apply.

[Click Here to Apply](#)