**POSITION PROFILE:**

**CHIEF EXECUTIVE OFFICER,
LAFAYETTE DOWNTOWN DEVELOPMENT AUTHORITY**

The Lafayette Downtown Development Authority (DDA) seeks a proven leader and professional who understands the unique design and human factors necessary to continue Downtown Lafayette's progress as a Downtown for everyone.

City, parish, and business leaders recognize that a healthy, vibrant Downtown is a catalyst for growth and sustainability throughout the Acadiana Region. The DDA's mission is to encourage private investment and facilitate public improvements to advance the City of Lafayette and Lafayette Parish by making Downtown a better place to live, work, engage, and invest. DDA's CEO will serve as the champion for growth and vitality in Downtown Lafayette.

As the leader of the DDA, the CEO leads advocacy for downtown issues and policies, promotes businesses, supports residents and property owners, performs research and market analyses and studies, markets the downtown area as a destination, serves as an information source to its constituents and the public, and aids in facilitating complex real estate and finance deals. The CEO also develops and manages a host of relationships and fosters and brokers partnerships.

The CEO is responsible for managing and providing direction to the Executive Director of DLU that administers the day-to-day operations of the 501c6 non-profit that is tasked with fundraising, producing events, creating downtown programming, and facilitating special projects that increase downtown's vibrancy.

As the executive of both organizations, the CEO provides strategic leadership to each organization's board of directors and staff by establishing and implementing long-range goals, strategies, plan, and policies and overseeing a team of professional staff of DDA and DLU employees.

**Required Skills, Expertise, and Qualifications:**
The CEO must be a good listener and a masterful collaborator who engages and works with diverse stakeholder groups including employers, developers, brokers, retailers, residents, community groups, and government officials. The CEO

should also possess a deep commitment to enhancing downtown as the heart of Lafayette.

The CEO must possess the following:

- Bachelor's degree in a relevant field; MBA or other advanced degree preferred.
- Minimum 5 years of executive management, business, or leadership experience.
- Experience in downtown management profession preferred.
- Demonstrated community leadership.
- Ability to lead the DDA and DLU boards of directors in decision and policy making.
- Demonstrated ability to communicate, listen, and seek input from others.
- Strong group dynamics, organizational, and corporate leadership skills.
- Experience with fundraising, budgeting, and forecasting.
- Experience with human resources, policies, and procedures; facilitating effective meetings; and issue management.
- Excellent knowledge of best practices related to downtown and place management.
- Excellent public speaking and presentation skills.
- Open-minded and often seeking new opportunities for both DDA and DLU.
- Demonstrated ability to effectively guide a team and work with a wide variety of stakeholders and of interests.
- Project a positive constituent-focused attitude inside and outside the office.

For more information about the responsibilities and key attributes expected of the CEO, click here: CEO Responsibilities & Desired Leadership Skills

**Compensation:**
Salary will be commensurate with qualifications, experience, and record of achievement of the successful candidate and ranges from $100,000 to $150,000 and compensation will include competitive benefits package.

**To apply:**
Please send cover letter, resume, and written reference letters (minimum of 3) to ceosearch@downtownlafayette.org. No phone calls please. Position open until filled. The DDA is an Equal Opportunity Employer.

**PLEASE NOTE: The DDA is a public entity. The name of all applicants and related submissions are subject to public disclosure.**