

Executive Director/Chief Executive Officer

The executive director/CEO is the chief administrative officer and policy advisor for the Westport Regional Business League (WRBL) and two closely related community improvement districts (CIDs) within the historic Westport District of Kansas City, Missouri. The executive director/CEO is responsible for the efficient administration and management of the following departments and stakeholders:

- Public Safety
- Public Space Maintenance and Beautification
- Finance
- Parking Management
- Special Events and Marketing
- City Hall and Community Liaison

In addition, the executive director/CEO must provide leadership and direct involvement in the areas of human resources, risk management, asset protection, planning, and business development. The director must also recommend policies and priorities for the Westport Regional Business League Board of Directors (WRBL Board) and oversee the implementation of policies established by the WRBL Board.

The ideal candidate should be a visionary, energetic and strategic thinker skilled at developing and managing budgets (\$3 million annual operating and \$1.1 million capital improvements). They should also seek innovative public-private financing partnerships for special projects or initiatives. The candidate should demonstrate the ability to build and maintain effective working relationships with WRBL staff, elected officials, city staff, community groups, police departments, neighborhood associations, homeowner associations, local small businesses, the bar and restaurant associations, property owners/managers and the general public.

The successful candidate will have a proven record of driving change, innovation and economic growth within a historic mixed-use environment.

Requirements to be Successful in This Position:

- Exceptional analytical and communication skills
- A broad knowledge of downtown management techniques and organizational development expertise to ensure success in this position
- A solid understanding of how to successfully guide the strategic direction of programs, organizations and the overall Westport District in collaboration with multiple stakeholders (both public and private) is a must

Assets That Will Help Ensure Success in This Position:

- WRBL staff (administration, events and marketing)
- Public safety partner (Chesley Brown)
- WRBL Board (comprised of property owners and business leaders)
- CID boards (comprised of property owners and business leaders)
- A dedicated KCPD liaison

Required Experience:

- Candidates should have at least eight (8) years of experience managing and leading a complex public entity, quasi-public organization or nonprofit economic development organization
- A bachelor's degree from an accredited university in a relevant field of study is required, with an advanced degree strongly preferred
- A strong record of effectively managing a staff

WRBL's Mission: The Westport Regional Business League exists to provide leadership, oversight and coordination for the activities, services, events and promotions within the boundaries of Westport to preserve the authentic flavor of the area while attracting more patrons and visitors to enjoy the local and unique offerings.

About Westport: Westport was founded as an independent town in 1833. After a merger with the newer City of Kansas City in the 1890s, Westport quickly established itself as the most historic neighborhood and the original entertainment district in Kansas City. Today, Westport, home to 201 businesses and 1,500 residents, is a major dining destination for the region and home to trendy boutiques, nightlife hotspots, offices and studios for creative professionals and indulgent personal service businesses. Westport remains the densest and most walkable area of Kansas City, with the largest concentration of locally owned businesses in the region, collectively attracting over two million patrons and visitors each year.

Westport District Website: <https://westportkcmo.com/>

Westport Instagram: https://www.instagram.com/westport_kc/

Westport District TikTok: https://www.tiktok.com/@westport_kc

Resume and candidate annual salary expectations should be emailed to jobs@wrbl.org.