



NEW BERN NORTH CAROLINA

Invites Your Interest in the Position of:

EXECUTIVE DIRECTOR
New Bern Redevelopment Commission



The City of New Bern, NC is seeking a visionary leader who is passionate about community development to serve as its **Executive Director - New Bern Redevelopment Commission**. This exciting new opportunity to serve as the Commission's first Executive Director is for the entrepreneur who has a portfolio of successful community development initiatives in underserved communities and operates with a racial equity lens – preserving the value and history of the community and its members through the redevelopment process. The successful candidate will have experience leading a volunteer organization and be a proactive partner with community stakeholders to develop innovative strategies that produce new opportunities and initiatives while overcoming challenges. The **Executive Director - New Bern Redevelopment Commission** will be imperturbable and compassionate - a hands-on professional who can leverage resources while balancing the need for administrative duties as well. A successful history of building bridges, seeking win-win solutions where divergent interests lie; and generating commitment and enthusiasm for the vision of community redevelopment will be critical.

The Community:

New Bern, settled in 1710 by Swiss and Palatine immigrants, is the second-oldest colonial town in North Carolina and was the capital of the North Carolina colonial government. For a short period of time, it was also the state capital. The Swiss and German settlement of New Bern was named in honor of the founder's home, Bern, Switzerland. When Bern, Switzerland was founded, it was named by a group of hunters. They named the city for the first animal they came upon on their hunting expedition. It was a bear. Bern is the old Germanic word for Bear, and the bear became the symbol of the city. It has been adopted by New Bern, as well.

Recognized as a true "Southern Surprise," New Bern offers both visitors and residents the charm and warm hospitality of small-town life at its best combined with easily available modern conveniences and amenities. Located 30 miles inland from the Atlantic Ocean at the confluence of two majestic rivers including the longest river in NC and the widest in America – the Neuse River, New Bern has it all: a mild four-season climate, unlimited recreational opportunities, a state-of-the-art regional medical facility, award-winning schools, a myriad of cultural and social activities, affordable cost of living, and a thriving and prosperous business community.

With award-winning museums, art galleries, top performances and shows, live music, festivals, local theater, and a vibrant food scene, New Bern is rich in cultural diversity that you can't find anywhere else. Home to Tryon Palace and the birthplace of Pepsi Cola, New Bern has 150 sites included in the National Register of Historic Places. Successful students become respected leaders with quality education that is second to none. With public and private education opportunities available throughout our family-friendly community, we're well equipped to teach and grow tomorrow's leaders. Students young and old will find fun and interactive programs of study whether you're preparing for the workforce, continuing your education, or transitioning into a new career. College prep programs allow students to earn college credit while still in high school.

Within this riverfront community, the 5 largest ethnic groups are White (Non-Hispanic) (54.3%), Black or African American (Non-Hispanic) (30.2%), Asian (Non-Hispanic) (5.93%), White (Hispanic) (4.61%), and Other (Hispanic) (2.75%). In 2019, the median property value was \$155,900, and the homeownership rate was 53%.

About the Organization:

Operating under a council-manager form of government, the City of New Bern, NC has a [budget](#) of \$133.5 million and nearly 500 employees. The elected board, the New Bern Board of Aldermen, is made up of a Mayor and six Aldermen, each representing one of New Bern's six wards. The members are elected in a nonpartisan election.

The City of New Bern’s [strategic goals and objectives](#) include:

- Recruiting, training, and retaining qualified staff across all departments
- Providing Public Safety Through Enhanced Training, Efficient Services, and Expanded Infrastructure
- Enhancing and Diversifying Parks and Recreation Opportunities
- Maintaining Fiscal Responsibility
- Investing in City Infrastructure to Ensure Long-Term Sustainability
- Promoting Economic Development and Redevelopment in Housing and Commercial Areas

About the Position:

The Development Services department of the City of New Bern, NC is focused on providing assistance to the community by developing plans, ordinances, implementing projects, and administering codes that produce orderly growth while maintaining community character and New Bern’s small-town charm.

One of the Department’s critical efforts is the revitalization and development of the downtown area. As articulated in the [New Bern 2038 vision](#), the revitalization of the 5-Points area will bring new and affordable public and private housing, economic development including a multi-purpose community center, and hotels and lodging. This vision will improve quality of life for community members and overall aesthetics of the downtown area.

The [New Bern Redevelopment Commission](#) was incorporated in 2018 and consists of nine volunteer members, all of whom are residents of the City of New Bern. Members of the New Bern Redevelopment Commission serve staggered five-year terms. The New Bern Redevelopment Commission is leading the way for community transformation and improvement by directly addressing community needs in the vital areas of public health, infrastructure, housing and economic development. The Commission is committed to an accountable, transparent and publicly driven process.

Reporting to the City Manager, the **Executive Director - New Bern Redevelopment Commission** is the sole staff member for the Redevelopment Commission and will collaborate with the Development Services department to execute the [New Bern 2038 vision](#), utilizing internal and external resources to ensure successful project implementation.





This individual will genuinely care about the people and community of New Bern and be eager to immerse themselves in the community, establishing rapport with the community members while embracing the culture and history of New Bern. Utilizing comprehensive studies conducted 3 years prior, the **Executive Director - New Bern Redevelopment Commission** will manage a budget of \$600,000 and successfully implement the [New Bern Redevelopment Plan-2020](#) which includes utilizing acquired land to create neighborhoods.

Key Position Priorities:

- Efficiently and effectively lead the execution of the community redevelopment plan to address the significant concern of a deficiency in affordable housing by developing actionable and measurable goals and providing input on the execution of the plan.
- Develop trust within the community and establish the Commission as a valued and trusted group of community members with sincere interests for the well-being of the community.
- Facilitate the completion of development projects currently in progress by leveraging internal and external relationships and managing component parts.
- Identify innovative and creative programs for funding of initiatives for community development.

Qualifications:

The **Executive Director - New Bern Redevelopment Commission** must demonstrate significant experience in an environment with similarly diverse functions, serving a mixed-income minority community. The candidate's work history must include well-rounded experience with a minimum of 5 years of increasingly responsible experience in Redevelopment including administrative, grant writing and financial management responsibilities in local, state, or federal government or the non-profit community development sector. Must have knowledge of HUD/CDBG and FEMA guidelines. A Bachelor's degree from an accredited college or university in Planning, Engineering, Community Development, Community Economic Development, or a related field is required. A Master's degree in Urban Development is preferred. Residency within the City limits or within 8-miles (measured on a straight-line basis) of City Hall is required within 6 months of employment.

The Successful Candidate:

- is results-oriented with proven success improving infrastructure and physical conditions within a rural city;
- works tirelessly with business leaders and government officials to effectively interact with partners, community stakeholders, regional and state community development and planning agencies, private and non-profit entities including Section 8, Housing Authority and Habitat for Humanity, and prospective business partners, developers, and diverse cultures;
- possesses outstanding interpersonal skills reflected in a track record of engagement, networking, and collaboration;
- holds a track record of outstanding intergovernmental collaboration;
- demonstrates keen marketing instincts and is skilled at working with and enhancing efforts and plans that attract interested parties while maintaining true to the City and Commission vision and ethics;
- has a portfolio and project history of growth through expansion and retention of **existing** industrial bases and attraction of **new** industries and business;
- is knowledgeable of advanced principles and practices of program development and administration of community development including available incentives and grants to attract and recruit businesses;
- is a collaborator who has experience in partnering with department directors and key external partners to effectively evaluate opportunities and eliminate obstacles in a way that is satisfactory to all stakeholders;
- excellently and effectively communicates one on one and in small groups while being comfortable and charismatic at public speaking;
- advocates for best practices and confidently and persuasively presents options to the New Bern Redevelopment Commission, City Manager, Management Team, and Elected Officials;
- has an executive level of understanding of organizational and management practices as applied to the analysis and evaluation of economic and community development and investment services, programs and policies; and,
- is a responsive, detailed and deadline-oriented professional who continuously improves customer service in a service-driven organization.





Salary and Benefits:

The hiring range for the position is \$71,763 (min) - \$94,279 (mid) - \$116,795 (max), depending on qualifications. The City of New Bern provides generous [benefits](#) including comprehensive health and dental insurance.

To apply, please visit

<https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Executive Director - New Bern Redevelopment Commission – City of New Bern, NC** title. To learn more about the selection process, visit <https://developmentalassociates.com>, select “Client Openings” and scroll down to “Important Information for Applicants.” All applications must be submitted online via the Developmental Associates application portal – NOT the City Employment Application portal, nor any other external website; it is not sufficient to send only a resume. Resumes and cover letters as well as unofficial transcripts must be uploaded with the application. Applicants should apply by May 29th, 2022. Successful semi-finalists will be invited to participate in virtual interviews and skill evaluation on June 28th – 29th, 2022. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate. The City of New Bern is an Equal Opportunity Employer.

The recruitment and selection process is being managed by Developmental Associates, LLC.

All *inquiries* should be emailed to hiring@developmentalassociates.com.

