



THE TOWN OF CHAPEL HILL

Invites Your Interest in the Position of

ECONOMIC DEVELOPMENT DIRECTOR



The Town of Chapel Hill seeks a flexible and resilient economic development professional to serve as its next **Economic Development Director (EDD)**. This position has the unique opportunity to creatively and strategically assist the Town in navigating significant development opportunities for its downtown and surrounding areas. The ideal candidate has municipal experience in inclusive, sustainable economic development within a College/Research University community.

The next Town of Chapel Hill **Economic Development Director** has an entrepreneurial spirit and:

- thrives in building relationships with others – connecting diverse stakeholders and uniting a community with differing opinions and perspectives around a shared vision;
- strategically navigates the local environment across various stakeholders (elected officials, Town staff, community, business owners, developers);
- is a highly effective project manager who has a successful system for managing multiple high-end projects with excellence and ease;
- has a history of successfully assessing economic impact, a demonstrated commitment to and understanding of the Town's DEI values, and uses economic development best practices from around the country;
- is adept in policy development and can understand and quickly learn local policies from multiple entities (Town/University/County/State);
- advocates confidently and proactively and conducts thorough research to advocate for the best solutions even when resistance is present;
- proactively seeks opportunities for desirable development, can forecast needs, and uses metrics to communicate with stakeholders;
- is a visionary, strategic, big-picture thinker who trains, equips, and delegates successfully to team members;
- has development-related finance experience and expertise, including analysis of proformas; and,
- has demonstrated experience working with colleagues and stakeholders to achieve community priorities through the municipal planning process.



COMPLETE COMMUNITY STRATEGY

The **EDD** will first and foremost be committed to upholding Chapel Hill's [Complete Community Vision](#).

This strategic, collaborative, organization-wide initiative clarifies where and how to build new development and housing to be an inclusive, sustainable, and economically competitive community.


About the Organization:

The Town operates under a Council-Manager form of government, with the Town Manager reporting to the Mayor and eight at-large Council members. The Town has an approved [\\$150 million budget](#) for FY 23 – 24 with 715 benefitted full-time positions and 200 non-benefitted positions.

The Town's strategic focus areas include Environmental Stewardship, Economic and Financial Stewardship, Affordable Housing, Connected Community, Healthy and Inclusive Community, Safe Community, and Employee Recruitment and Retention.

The Town's mission is *Learning, Serving, and Working Together to Build a Community Where People Thrive*. The Town's [RESPECT values](#) (*Responsibility, Equity, Safety, Professionalism, Ethics, Communication, and Teamwork*) are a compass for accomplishing that mission.

Find more information about the Town [here](#).



The next **Economic Development Director** will assist in navigating significant development opportunities throughout the Town, including downtown.

About the Economic Development Department and Position:

Chapel Hill's Economic Development Department is united around a shared vision to maintain Chapel Hill's place on the map as a world-class center for research and development.

Reporting to the Town Manager, this position manages a highly skilled staff team of 3 employees. The **EDD** will work strategically and collaboratively to attract new businesses and the Director will work collaboratively with staff to implement creative solutions, best practices, and strategies.

Key Priorities:

- Evaluate the department and Town's approach and vision for economic development while thoroughly analyzing the community needs and economic development opportunities, including downtown development opportunities.
- Develop a long-term strategic vision that supports short- and long-term economic development within Chapel Hill and identifies the Town's return on investment in its economic development endeavors while ensuring protection and retention of local, small businesses amidst new business/development.
- Oversee the implementation of current projects and develop policies to attract new businesses while working with established building owners to maximize the use of their spaces.
- Enhance collaboration and communication among all stakeholders, including Town departments and economic development partners such as UNC-Chapel Hill.
- Create a positive, proactive working environment where cross-training and collaboration are the norm while improving staff training and development efforts, strategically planning for future retirements, and building a sustainable culture of development professionals with strong morale and a desire for growth.

Qualifications:

Bachelor's degree (master's degree *preferred*) in Public Administration, Business Administration, Planning, Engineering, or Economic Development supplemented with five (5) years of responsible management experience in a public agency **is required**, or an equivalent combination of education and experience.

The Economic Development Department's staff is dedicated to supporting opportunities to *put Chapel Hill's people to work and create economic prosperity for all, now and in the future.*

Salary and Benefits:

The **hiring range** for this position is \$126,267 to \$164,331. Compensation is negotiable based on experience and qualifications. View the Town's excellent benefits package [here](#).

About the Community:

The Town of Chapel Hill, founded in 1819 and chartered in 1851, was named for the Church of England New Hope Chapel, which once stood atop the hill's cross-roads. This thriving, multicultural university community has a population of over 60,000 and frequently appears in national "best place to live" listings. As home to the nation's first public institution of higher learning and a lively and successful Tar Heel sports program, Chapel Hill is a picturesque community of 21 square miles filled with trees, historic and mid-century architecture, and a thriving downtown.

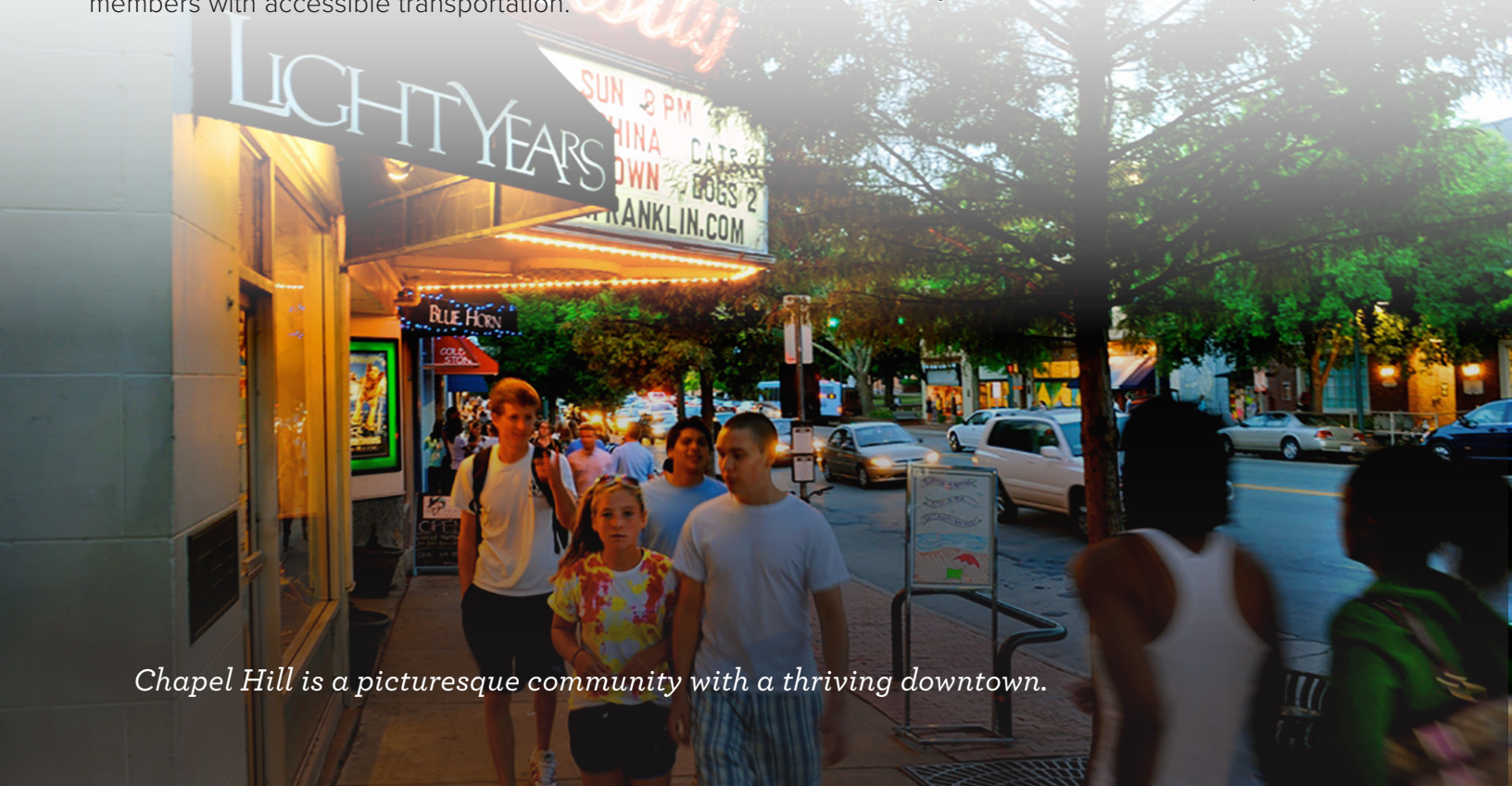
Chapel Hill is a recognized pioneer in education, research, and innovation – a place where ideas are born. Home to brilliant minds, award-winning restaurants, innovative businesses, highly rated public schools, museums, galleries, festivals, and athletic events, and a vibrant music and performing arts scene, community members and visitors have abundant opportunities in this creative town. The Town's fare-free transit system provides community members with accessible transportation.



The Town of Chapel Hill is filled with historic architecture, such as the Horace-Williams house, built in 1854 and today, providing meeting and event space, art exhibitions, and public education programs.



Chapel Hill has a fare-free transit system, which provides community members with accessible transportation.



Chapel Hill is a picturesque community with a thriving downtown.

Chapel Hill community members enjoy ...



dazzling gardens ...



greenways, trails and more than 700 acres of parks and open space ...



pedestrian-friendly neighborhoods ...



and close proximity to Research Triangle Park and Raleigh-Durham International Airport.

Town community members passionate about supporting the Tar Heels and showcasing their Carolina Blue are equally passionate about equity and inclusion, environmental sustainability, and community character. Our community enjoys pedestrian-friendly neighborhoods, greenways, trails, and over 700 acres of parks and open space. Lovely in springtime with woodland wildflowers, greenways, trails, and dazzling gardens with azaleas blooming in multicolor, Chapel Hill has a thing for nature.

Located in the beautiful Piedmont region of central North Carolina, Chapel Hill sits within a few hours of the coast and the beautiful Blue Ridge Mountains and is less than a 30-minute drive from Research Triangle Park and the RDU International Airport. Our major employers are the University of North Carolina at Chapel Hill, UNC Health Care, and Chapel Hill/Carrboro City Schools. These thriving institutions help sustain a stable employment base consistently above state and national benchmarks. Our emerging entrepreneurial community is led by LaUNCH, an internationally recognized business accelerator program and collaborative venture of the Town, Orange County, and the University. Demographically, the racial composition of Chapel Hill in the 2020 census was 71% white, 14% Asian, and 10% black. About 7% of the population was Hispanic or Latino of any race.



Chapel Hill's emerging entrepreneurial community is led by LaUNCH, an internationally recognized business accelerator program and collaborative venture of the Town, Orange County and UNC-CH.

To Apply:

Please visit <https://www.governmentjobs.com/careers/developmentalassociates> and click on the **title of Economic Development Director – Town of Chapel Hill, NC** title. ***Please note the following:***

- All applications must be submitted online via the Developmental Associates application portal (link above) – NOT the Town's employment application portal or any other external website.
- Resumes and cover letters must be uploaded with the application.
- Applicants should apply by **April 1, 2024**.
- The hiring team will invite successful semi-finalists to participate in virtual interviews and skill evaluation on **April 30 - May 1, 2024**. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate.
- Direct *inquiries* to hiring@developmentalassociates.com.

The Town of Chapel Hill is an Equal Opportunity Employer.



Chapel Hill's Festifall is a popular, three-event arts festival held annually in October along Franklin Street. The street market features artisan vendors, performances, music and more and is a must-do event for community members and visitors alike!



Developmental Associates, LLC manages the recruitment and selection process for this position. To learn more about our selection process, visit <https://developmentalassociates.com/client-openings/>, and scroll down to "Important Information for Applicants."