



Community and Economic Development Program Manager Job Description

Overview:

The Community and Economic Development Program Manager plays a central role in the implementation of Detroit Future City's strategic initiatives related to housing, economic development, commercial corridor revitalization and neighborhood planning. The CED Program Manager will work closely with and report to DFC's Deputy Director. Current initiatives include:

- Coordination of the Detroit Neighborhood Housing Compact, a cross-sector collaboration of public, private and non-profit housing leaders. The Compact will design and implement strategies for improving the condition of single-family housing in neighborhoods outside the city core, in partnership with a broad range of stakeholders.
- Strategy development for adaptive reuse of vacant industrial properties. DFC will support community-driven planning for reuse of industrial sites in ways that strengthen neighborhoods, create job opportunities for Detroit residents and incorporate sustainable infrastructure.
- Support community participation in the City of Detroit's commercial corridor revitalization strategy through technical assistance and capacity building activities. Explore models for community and cooperative ownership of commercial real estate in neighborhoods.

Key Responsibilities:

- Provide staff support to the Detroit Neighborhood Housing Compact, including Steering Committee and sub-committees. Assist in development of meeting agendas and content. Maintain communications with participants.
- Support process leading to the design and successful implementation of strategies for single-family housing in neighborhoods.
- Work closely with outside consultants, other DFC team members and community stakeholders to develop place-based district plans for adaptive reuse of vacant industrial property.
- Develop and implement a program to provide technical assistance to community-based organizations for commercial corridor development in target neighborhoods.
- Work collaboratively with other DFC team members to achieve organizational and departmental objectives.
- Support other DFC initiatives as needed.

Qualifications

A successful candidate will have the following expertise and experience:

- Five or more years' progressive experience in the fields of housing, economic development, urban planning, real estate development and/or public policy.
- Bachelor's degree required; advanced degree preferred.
- Demonstrated ability to build teams and maintain relationships with a wide array of people including internal staff, external stakeholders and community members.
- Proven ability to work with efficiency, flexibility and fairness.
- Outstanding communication and interpersonal skills.
- Passionate about DFC's mission and impact.

Applicants must submit resumes & cover letters to Esteria Rogan erogan@detroitfuturecity.com by June 18th, 2018.