



**Community Development Director
Community Development Department**

The City of Wood Dale is seeking a full-time Community Development Director. This is a highly skilled and responsible position that performs a variety of supervisory, administrative, technical, and professional work. This position is responsible for planning, organizing, coordinating, and directing the City's planning, zoning, and land use regulations programs. This includes supervising the administration and enforcement of the City's adopted Building Codes. Additionally, as advisor and chief advocate in all areas of economic development, the Community Development Director develops and implements strategies and programs that will attract new businesses that are appropriate for the City of Wood Dale while retaining and expanding existing businesses. This position reports directly to the City Manager.

The Community Development Director provides policy and operational advice and direction to the City Manager, City Council, City Attorney, Community Development Commission, Building Code Board of Appeals, Streetscape Committee, and additional committees as is necessary. This position exercises supervision over professional, technical, and clerical staff. The functions of this position are complex and technical in nature, requiring the frequent exercise of judgment and initiative to ensure work is performed in accordance with federal and state laws and regulations, professional standards, and municipal policies and objectives.

The successful candidate must possess strong management, organization, financial, customer service, and communication skills. Thorough knowledge of municipal planning and economic development is required. A Bachelor's degree in urban planning, public administration, or a related field is required. Additionally, five to ten years of progressively responsible supervisory experience in planning, zoning, economic development, community development, redevelopment, housing, building permits, and inspection is also required. An AICP certification and ICC certifications in plan review and inspection disciplines are strongly desired.

The salary range for this position is \$108,880 - \$155,603 depending upon qualifications and work experience. Excellent benefits include IMRF; paid vacation and sick leave accrual; and medical, dental, vision, and life insurance. This position is open until filled. Applications can be downloaded and printed from the City website. Interested candidates should submit their application, resume, and cover letter to employment@wooddale.com or Human Resources, 404 N. Wood Dale Rd., Wood Dale, IL 60191. Please email employment@wooddale.com for a detailed job description.

The City of Wood Dale is an Equal Opportunity Employer