

**City of Auburn**  
**Department of Economic and Community Development**  
**Economic and Community Development Director**

The City of Auburn (pop. 23,000) is seeking a qualified, dynamic individual for the full-time position of Economic and Community Development Director. This is a high level management position reporting directly to the City Manager. The Economic and Community Development Director will be adept at working in a fast paced and complex environment and possess proven leadership and management skills. The candidate will have extensive economic development experience in either the public or private sector and have an indisputable reputation for high standards of ethical conduct, integrity and honesty. A proven record of establishing and maintaining effective working relationships with local, regional, state and federal, government agencies and private sector and international representatives associated with economic development is essential.

The Economic and Community Development Director along with the Deputy Director have oversight of Code Enforcement including health, building/housing, electrical and plumbing inspections, Planning, and Community Development Block Grant Program.

The successful candidate will have outstanding written and oral communication skills, be a good listener, possess presentation expertise and be familiar with federal and state economic development financial and non-financial assistance and incentive programs. The ideal candidate will possess a Master's degree from an accredited college or university with major course work in business administration, economics, public administration or related field and have extensive professional experience in economic development in either the public or private sector. Master's degree and Certified Economic Development Director by the International Economic Development Council preferred.

The City offers a competitive wage and benefit package; salary DOE. Please submit cover letter, resume, writing sample, and references to: Deborah Grimmig, Human Resource Director, 60 Court Street, Auburn, Maine 04210. Tel 207-333-6601 ext 1414. E-mail address is [dgrimmig@auburnmaine.gov](mailto:dgrimmig@auburnmaine.gov) . Applications will be accepted until Friday, 20 November 2015.

The City of Auburn is a strong supporter of our veterans and is a participant in the Hire a Vet Program. Veterans are strongly urged to apply.

**The City is an equal opportunity employer.**