



Job Title: CITY EMPLOYEES ONLY - CSURA Executive Director

Closing Date/Time: Thu. 01/12/17 11:59 PM Mountain Time

Salary: \$6,831.58 - \$8,539.42 Monthly

Job Type: Management (at-will)

FLSA: Exempt position, not eligible for overtime compensation

Location: Community Services – City of Colorado Springs

Department: Community Services

You must be a current City of Colorado Springs municipal employee to be considered for this position.

Colorado Springs Urban Renewal Authority

CSURA (Colorado Springs Urban Renewal Authority) was established by the City of Colorado Springs City Council in 1970. CSURA promotes projects that benefit the public, provide quality sustainable places, create jobs, promote public art, offer affordable housing, and raise the standard of development in Colorado Springs. These projects are achievable through the coordinated partnerships of private and public entities, civic leaders, financial institutions, and the use of tax increment financing. The objective of CSURA is to facilitate development of balanced, sustainable environments where people live, work, and come together as a community.

Executive Director

As the Executive Director (**an at-will position**), you will report to a 13 member board appointed by the Mayor of Colorado Springs and approved by City Council. You will be responsible for administering and overseeing the functions and directives of the CSURA, in addition to administrative, budget, and operational priorities specific to development and revitalization goals.

Typical Responsibilities

- Manage and oversee the CSURA office; oversee daily operations and business planning
- Maintain effective communication with the Board of Directors
- Administer, facilitate, and manage development objectives
- Strategically identify, develop, and stimulate private sector real estate investment opportunities
- Partner with public and private entities to achieve development goals
- Identify and organize funding mechanisms, such as Tax Increment Financing and New Markets Tax Credit
- Represent CSURA's best interests throughout any negotiation process with the highest degree of integrity and professionalism
- Represent CSURA at various events
- Develop and implement best practices and policies working in conjunction with appropriate City staff

Examples of Job Competencies

- Excellent leadership, communication, and interpersonal skills; ability to effectively work with a diverse economic and cultural constituency to achieve development and other identified goals

- Ability to appropriately manage stakeholder relationships
- Knowledge of how to effectively work with a board, commission, and/or government entity
- Knowledge of large scale profit and loss accountability
- Knowledge of strategic initiative development and implementation, specifically with operating policies and procedures and work process improvements
- Knowledge of pertinent local, state, and federal laws pertaining to urban renewal authorities and public meetings
- Political expertise to work with and strengthen relationships with elected officials
- Strong organizational and analytical skills
- Ability to drive change and manage long-term projects
- Ability to meet commitments and deadlines
- Ability to oversee and manage project developments

Minimum Qualifications

Bachelor's degree from an accredited college or university with major coursework in urban planning, public administration, finance, business administration, or a related field.

Five years of full-time responsible management experience in a related field and two years of administrator and/or supervisory responsibility.

Preferred Qualifications

Management or supervisory experience in economic development or urban renewal initiatives.

Additional Information

This job announcement is not intended to include a complete listing of all responsibilities, knowledge, skills, and abilities associated with the position.

Please visit www.coloradosprings.gov and click on 'Apply for a City Job' > 'City of Colorado Springs Job Openings – Apply Now' button to complete an online application. All job applicants will need to create a new login and online application (unless you already have a NEOGOV/governmentjobs.com user ID and password).

Completing your application in full, including the entire work experience section, will assist Human Resources (HR) in the applicant screening process. Your application may not be considered if all of the information requested for each employer you list is not provided.

Our NEOGOV application system does not allow you to edit your application after it has been submitted for a position. If you want to make changes, you may submit another application prior to the position's closing date and time listed in the job posting. HR will review the last application you submit for a position.

To view the status of your application, go to <http://agency.governmentjobs.com/cosprings/default.cfm>.

To be notified of future career opportunities, go to <http://coloradosprings.gov/jic>

If hired, you will be required to provide proof of your eligibility to work in the United States.

Equal Opportunity Employer