



Position Available: Economic Development Manager

The **Grandmont Rosedale Development Corporation** (GRDC) is a non-profit community development corporation working to preserve and improve the Grandmont Rosedale communities of northwest Detroit through community and economic development. GRDC is working to revitalize the commercial corridors within our community including Grand River, McNichols and Schoolcraft. The Economic Development Manager will report to the Program Director. Duties will include but are not limited to:

- Manage the Economic Development Specialist and any other program support including intern(s), AmeriCorps/VISTA, etc.
- Work with local community partners to identify and recruit businesses to locate in the Grandmont Rosedale area, and especially in property owned and developed by GRDC
- Manage commercial real estate development projects for GRDC
- Network with other organizations promoting economic and business development in the Detroit region to promote business development in the Grandmont Rosedale area
- Assist local small businesses and entrepreneurs to connect with technical assistance resources
- Carry out economic development strategies and programs to help advance our commercial corridors
- Apply for funding and programs to help advance our economic development programs and goals
- Work with local businesses and community partners to create and develop opportunities and attractions to showcase our local business district
- Maintain active commercial database of properties and businesses within the Grandmont Rosedale community

Desired Qualifications

- Minimum of three years' experience in economic, business or real estate development
- Bachelor's Degree or advanced degree in urban planning, community / economic development or related discipline
- Experience working with community-based organizations
- Must demonstrate excellent verbal and written communication and computer skills
- Must be well-organized, self-motivated, hard-working and committed to neighborhood development in Detroit

Salary range is \$45,000 - \$55,000 commensurate with experience.

To apply, please fax or email your resume, names of three references, and your salary requirements to:

Grandmont Rosedale Development Corporation
19800 Grand River, Detroit, MI 48223
313-387-5158 (fax)
ED@grandmontrosedale.com

NO PHONE CALLS PLEASE. Application deadline is April 30, 2021. GRDC is an equal opportunity employer.