



GRANDMONT ROSEDALE DEVELOPMENT CORPORATION

Position Available: Community Engagement Manager

Grandmont Rosedale Development Corporation (GRDC) is a non-profit community development corporation working to preserve and improve the Grandmont Rosedale community of northwest Detroit through community and economic development. GRDC is currently seeking candidates for the position of **Community Engagement Manager**. The Community Engagement Manager will be responsible for the successful implementation of GRDC's community engagement activities, including placemaking and beautification projects, planning initiatives, resident engagement, and programming for the Northwest Detroit Farmers Market. The Community Engagement Manager reports to the Program Director and his/her duties include the following:

- Supervise staff and volunteers as needed on beautification and community based projects.
- Recruit and manage volunteers for community events and activities.
- Identify, implement and evaluate placemaking and beautification projects such as public art installations, community gardens/pocket parks, green infrastructure initiatives and community cleanups.
- Ensure residents are informed and engaged in city and community planning efforts impacting the Grandmont Rosedale neighborhoods.
- Oversee foreclosure prevention and other family independence interventions.
- Represent GRDC at city, community and partner meetings.
- Provide staff support to the resident led Vacant Property Task Force and Community Safety Task Force aimed at reducing blight, vacancy and crime in Grandmont Rosedale
- Maintain strong relationships with Grandmont Rosedale's five neighborhood associations and their leaders.
- Ensure resident voice and engagement across GRDC programs and activities.
- Supervise interns assigned to community engagement.

Desired Qualifications

- At least 3 years' experience in program or project management within a non-profit, government or relevant corporate setting
- Experience with proposal writing and grants management
- Knowledge of the community and economic development landscape in Detroit neighborhoods
- Demonstrated passion for community improvement
- Must be willing to work flexible hours, including some evenings and weekends

Applicants must be well organized, highly motivated and hard working. Applicants must have strong written and verbal communications skills and be able to work well with diverse people including consultants, community volunteers and government officials.

Salary and Benefits

GRDC offers a competitive salary and benefit package, commensurate with experience.

To Apply

To be considered, by **9/10/21** please mail or email your resume, the names of three references, and your salary requirements to:

attn: Becki Kenderes, Program Director
Grandmont Rosedale Development Corporation
19800 Grand River
Detroit, MI 48223
becki@grandmontrosedale.com

GRDC is an equal opportunity employer
