



## *Public Administration Associates, LLC*

---

*1155 W South Street*

*Whitewater, WI 53190*

*608-516-9012*

*smcdade@public-administration.com*

*public-administration.com*

### Position Announcement

#### **Community Development Director**

#### **Sturgeon Bay, WI (Population 9,861)**

Sturgeon Bay is seeking a dynamic and approachable leader to be its next Community Development Director. Sturgeon Bay is located in and serves as the county seat to beautiful Door County, WI. It is an uncommon community that offers its residents a lifestyle of exceptional quality as well as a place where businesses can prosper. While many relish Sturgeon Bay as a vacation destination, it is also known for its thriving business climate and extraordinary place to raise a family. Sturgeon Bay School District is a comprehensive district with a wide range of academic and co-curricular activities. Other educational opportunities can be found in two exemplary parochial schools, St. Peter's and St. John Bosco.

The Community Development Department in Sturgeon Bay has a history of stability and a great team environment. We are looking for a long-term partner who is ready to be challenged by an interesting variety of projects, including urban and waterfront redevelopment, housing, and commercial and manufacturing investment recruitment. The management of ten TIF Districts will be at the forefront, including projects relating to the West Waterfront property, and redevelopment of the Egg Harbor Road corridor. Departmental challenges and opportunities include identifying and implementing technology solutions to streamline routine processes as well as working with the Common Council, Plan Commission, and staff to identify and implement policies aimed at economic and workforce opportunity, stability, and growth.

The successful candidate should possess a high level of honesty and transparency as well as both professional and personal integrity. Open and positive communications skills to create a collaborative style while working with staff, the community and potential community partners is a must. The Community Development Director frequently collaborates with, and represents the City in, relationships with governmental entities like Wisconsin Housing and Economic Development Authority, Wisconsin Economic Development Corporation, and County of Door, as well as nongovernmental entities including the Door County Economic Development Corporation, Door County Housing Partnership and Workforce Housing Lending Corporation. The new Community Development Director should have strong analytical and reasoning skills, vision, and the ability to see the big picture to lead the department forward. A history of stable and successful tenures in previous positions is required.

The starting salary range is \$97,330 - \$116,802 DOQ plus a generous fringe benefit package. Serving on the City's department head team, the Community Development Director coordinates, directs, or

performs activities relating to community and economic development, planning, annexation, assessment, building inspection, and code enforcement. You will supervise the work of the Planner/Zoning Administrator and Community Development Administrative Assistant.

Bachelor's degree in planning, geography, public administration, or related field is required – master's degree preferred. Comprehensive knowledge of planning, zoning and community development is necessary – with progressively responsible economic development or planning experience in a municipal organization(s). AICP and/or CECd certificates a plus. Consideration of candidates with private sector or military experience will be made if they can demonstrate accomplishments that directly relate to skills required. Residency in the city is encouraged but not required.

For more information, visit the community website at <https://www.sturgeonbaywi.org/>.

Send cover letter, resume, salary history and references (one PDF) to Public Administration Associates, LLC, Attn: Sue McDade, [smcdade@public-administration.com](mailto:smcdade@public-administration.com), phone 608-516-9012 by Monday, June 2 at 9:00 a.m.

Confidentiality must be requested by applicants and cannot be guaranteed for finalists.