

WE ARE **HIRING**



York County
Economic
Alliance



BE OUR NEXT

Urban Revitalization Manager

**WHO
WE'RE
LOOKING
FOR**

The **Urban Revitalization Manager** has the unique opportunity to leave a lasting, positive imprint in our community by spearheading a variety of placemaking economic development projects within the City of York and York County. This role implements Downtown Inc's urban revitalization strategy, which includes "clean and green" activities, historic preservation, redevelopment, public art and mural installation and management, wayfinding, bike and pedestrian improvements, and public safety. The Urban Revitalization Manager works within the Strategic Development and Downtown Inc teams, collaborating across the YCEA organization to advance strategic economic development initiatives, such as the Codus Greenway beautification project, or the recently re-opened historic Yorktowne Hotel redevelopment.

The ideal candidate will be a **creative problem solver, strategic thinker, and detail-oriented Urban Revitalization manager**. They will be self-motivated and possess high energy, a strong work ethic, and the ability to work both independently and as a team player. Our organization's work relies heavily should thrive on developing, growing, and maintaining relationships with a variety of partners.

WHAT YOU'LL BE DOING

- Play an active role in transformative redevelopment projects such as the Codorus Greenway beautification, and Ballpark Commons.
- Advance key destination development and placemaking strategies such as public art campaigns, wayfinding, streetscaping, and beautification.
- Oversee and advance clean and green efforts including partnerships with the Garden Club of York, Downtown Clean Up Crew, and the Downtown Clean 15.
- Provide administrative support for project request for proposals, development agreements, grant applications, and manage project timelines, and milestones.
- Serve as the staff liaison and administrative support for York County's Landbank Authority to remediate and redevelop blighted, vacant and under-utilized properties to reposition for productive reuse.
- Understand and utilizes best practices to develop and implement redevelopment and historic preservation strategies in our Downtown through fostering public and private partnerships.
- Provide administrative support to several volunteer boards and committees, such as the Downtown Development and Environment Committees, and Better York.
- Maintain positive relationships with county government, city government, public and private donors, the development community, merchant and resident associations, and other stakeholders.

- Represent the organization on a variety of community boards, authorities, and endeavors.
- Act as spokesperson on behalf of the organization when assigned.
- Perform other duties as required (we promise, most are fun).

WHO YOU ARE

- ▶ A bachelor's degree is preferred, but not required, with up to 2 years of experience or specialization in community and economic development, planning, public policy, or political science.
- ▶ Recent college graduates are encouraged to apply.
- ▶ Fluency in Spanish desired but not required
- ▶ Experience writing successful grant proposals
- ▶ Project management experience
- ▶ Experience working in urban communities
- ▶ Knowledge and/or experience of the Main Street approach is preferred, but not required
- ▶ Demonstrated ability to manage logistics, details, and deadlines
- ▶ Able to function effectively and independent of direct-supervision
- ▶ Excellent verbal and written communications skills, and organizational skills.
- ▶ Ability to be detail oriented, flexible, work under pressure and meet numerous deadlines.
- ▶ Ability to communicate professionally and effectively with colleagues, YCEA and Downtown Inc stakeholders, volunteers, and the general public.
- ▶ Ability to juggle multiple projects at the same time, prioritize, and meet deadlines.
- ▶ Excellent time management skills.
- ▶ Fun, innovative personality with a willingness to create and try new methods to achieve success.
- ▶ Ability to thrive in a hybrid work environment that will involve both remote and in-person work as needed.

ADD UP?

APPLY!

Send cover letter, resume, salary requirements, and the names/contact information for three references in one PDF file to **LSchmaltz@YCEAPA.org** with "Urban Revitalization Manager" in the subject line. Applications will be reviewed on a rolling basis.

Please submit resumes by Friday, March 24.

MORE STUFF YOU'LL WANNA **KNOW:**

We #MakeThingsHappen in YoCo!

We have a great team and our job is to wake up daily and make positive change occur across our County.

WHO
WE
ARE

HOW WE **SUPPORT** OUR TEAM

We offer competitive benefits that include healthcare, a retirement plan, paid family leave, and tuition reimbursement.

We respect that your personal time is important, that is why we offer paid time off and vacation leave and encourage you to utilize it.

We can accommodate flexible in-office and remote working.

We respect and encourage community volunteer involvement.

OUR COMMITMENT

The York County Economic Alliance and Downtown Inc are Equal Opportunity Employers and are committed to cultivating an environment where all voices are welcomed, celebrated and treated with respect. Our mission is to create equitable economic prosperity.

Our organization is dedicated to provide opportunities to all employees and applicants. We do not discriminate on the basis of race, color, religion, age, sex, national origin, disability status, protected veteran status, sexual orientation, gender identity or expression, or any other basis protecting employees and applicants under the law.

**WELCOMING
WORKPLACES**

Still curious?

CONNECT
WITH US!



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@DowntownYorkPa