



Village of Blissfield

130 S. Lane Street, P. O. Box 129

Blissfield, Michigan 49228

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Help Wanted

Downtown/Economic Development Director

Village of Blissfield

May 30, 2018

The Village of Blissfield is seeking a full-time Downtown/Economic Development Director. The position is responsible to coordinate both downtown development activities, using the Main Street Four-Point Approach, as well as Village-wide economic development activities. Position requires a dynamic, outgoing team player with the proven ability to multi-task, work in an independent environment and work with both the public and private sectors. Must be able to develop and administer a strategic plan and a budget. Relevant Bachelor's Degree and 3-5 years' experience with in the public or non-profit sectors, small business recruitment, retention, and development, experience in special event planning, and volunteer recruitment/management is required. Prior experience with the Main Street program, sound understanding of downtown/commercial issues and exceptional presentation and verbal/written communication skills a plus. Full-time position which requires regular evening and weekend responsibilities. Salary is DoQ, plus full benefits. Submit resume, letter of interest and three professional references to James Wonacott, Village of Blissfield, 130 S. Lane St., PO Box 129, Blissfield, MI 49228, by 5pm, Friday, June 8. (517) 486-4347 or administrator@blissfieldmichigan.gov The Village is an equal opportunity employer.