



TOWN OF WAREHAM

54 Marion Road
Wareham, MA 02571

JOB POSTING

DIRECTOR OF COMMUNITY DEVELOPMENT

The Town's Human Resources Department, on behalf of the Community Development Department is seeking a qualified applicant to fill the full-time, Monday – Thursday, position of Director of Community Development to work under the administrative supervision of the Town Administrator and in accordance with applicable provisions of federal, state and local regulatory laws, rules and regulations. This position is responsible for performing professional, technical and administrative work in developing, implementing and coordinating programs and projects relative to community development pursuant to the Town's comprehensive planning program and is also responsible for managing the Town's natural resources. **Salary of \$93,635.23 - \$108,548.89, which will increase on 7/1/24 to \$95,507.93 - \$110,719.87**, yearly based on 40hrs a week/52 weeks a year and a very generous benefits package, including health insurance and dental (paid at 68% and 75% of the premiums,) are in accordance with current Collective Bargaining Agreement. This is an overtime exempt position that will require some night meetings.

Education/Experience: Master's degree in city or regional planning, business administration or related field and five to seven years of progressively responsible experience in the planning field, including three years of experience directly related to the planning and programming of land use and/or community development programs, or any equivalent combination of education and experience, required. AICP certification at time of hire preferred.

Requirements: Must possess a valid Massachusetts Driver's License. Must have a thorough knowledge of: planning principles and practices; economic, sociological and environmental aspects of planning development and resources management; and the Town and its region or similar communities. Must have the ability to: plan, organize and direct preparation of research studies; prepare reports and formulate recommendations; speak and write effectively; manage a budget and establish and maintain effective working relationships with employees, board/committee members, officials and the general public. Must have strong group leadership. Subject to CORI/SORI check, pre-employment physical and drug test.

Please submit a letter of interest and resume and/or Employment Application (found at www.wareham.ma.us) to the Human Resources Director:

Dorene M. Allen-England, Esq.
Memorial Town Hall
54 Marion Road
Wareham, MA 02571

Dallen-england@wareham.ma.us

AA/EEO/ADA

Posted: March 12, 2024

Open until filled