



# WE ARE HIRING!!

## COMMUNITY DEVELOPMENT DIRECTOR

St. Francis is looking for a Community and Economic Development Director to perform professional and managerial work that builds and supports the St. Francis community!

CITY OF  
FRANCIS



### LEADERSHIP

Provide leadership and direction for community, economic development, planning operations and building - driving growth, excellence and fostering well designed development



### COMMUNICATION

Work directly with applicants, customer service to residents, businesses and developers. Provide guidance to Council, Commissions, city consultants and other departments



### CREATIVITY

Approach challenges thoughtfully and generate innovative-forward thinking solutions. Opportunities to think behind the conventional to shape the future



# Shape the Future of Our City

## Community Development Director

The Community Development Director plays a vital leadership role in shaping a thriving, sustainable, and well-designed community. This position is at the heart of guiding the city's growth and quality of life—leading professional and managerial work that supports our residents, businesses, and future development.

You'll oversee and energize the City's community and economic development efforts, planning and zoning operations, and the building department. This is more than administration—it's a chance to solve complex challenges, work collaboratively, and bring forward innovative ideas that directly impact the places people live, work, and gather.

We're looking for a strategic thinker and effective communicator with a passion for community building—someone who can confidently guide planning services, foster development, and navigate regulations with professionalism and creativity.

Key Responsibilities include:

- Lead the fair and efficient processing of development applications
- Provide timely, clear follow-up to residents, developers, businesses, and applicants
- Prepare agenda reports, planning studies, state-required filings, and comprehensive plans
- Attend City Council and Planning Commission meetings and serve as a key advisor
- Manage departmental budgets and consultant billing
- Manage the farmers market working across departments
- Review and implement land use, zoning, housing, environmental, and economic development policies

Strong, proactive communication is central to the success of this role. The Community Development Director serves as a key liaison between the City and a wide range of stakeholders—ensuring transparency, building trust, and fostering collaboration across sectors

The Director serves as a trusted source of information for the public, city staff, and elected officials—ensuring transparency, responsiveness, and clarity on all matters related to city planning and development. Strong communication, effective leadership, and a community-first mindset are essential in this exciting and impactful role.



**Apply now at [www.stfrancismn.gov/jobs](http://www.stfrancismn.gov/jobs)**