

JOIN OUR TEAM

*At the Town of
Florence, AZ*

WE ARE CURRENTLY SEEKING OUR NEXT COMMUNITY DEVELOPMENT DIRECTOR

*Full Salary Range \$108,516 - \$162,773
plus, competitive benefits*

As an employee, the Town will invest in your professional development and growth.

We offer competitive pay, benefits, paid leave and retirement.



TOWN OF
FLORENCE

 520-868-7553  hr@florenceaz.gov  WWW.FLORENCEAZ.GOV



TRANSITIONING INTO THE FUTURE

About the Position

It is a time of growth in the Town of Florence. Our community is excited to see new and upcoming projects that will entice economic growth and prosperity. We are poised to attract small and large businesses to our town, and the Community Development Director is instrumental in making sure the town grows responsibly to ensure sustainability over many years into the future. For example, the Town Council adopted the North End Vision Plan for Territorial Square, a mixed-use plan to expand our historic downtown and riverfront into a beautiful corridor for new and existing residents to enjoy.

The Community Development Director manages the department directly involved in planning the future growth of our community including oversight of the General Plan and North End Vision Plan. The director sets the recommendations regarding current and long-range land use planning, neighborhood planning, transportation planning, and urban design. Our next community development director will lead us into the future while retaining our beautiful historic charm.

Job Summary

This position is responsible for the administration, coordination and management of all land use, zoning, development, and building related projects and permits within the Town while exercising a high degree of trust and confidence. Responsibilities require consistent attention to the Town's mission and philosophy.

This position requires an in-depth knowledge of Arizona municipal planning practices, and a high level of problem-solving ability, and initiative. The Director will use independent judgement within established organization values, policies, procedures, and represent the Town as necessary during interactions with the public, businesses, and other organizations.

Skills and Knowledge

Our next Community Development Director will possess expert knowledge of the principles, practices, and requirements of public management and administration with the skill and ability to apply that knowledge to perform the essential duties and responsibilities of the position. He/she will have strong knowledge of planning practices as it relates to current development review, long-range planning and plan implementation, and application of Arizona municipal and building codes. He/she shall have a solid management theory and best practices foundation. They should be skilled in applying this knowledge in the areas of supervision, development/training, and performance evaluation of professionals and administrative staff.

We are looking for an individual with current knowledge and understanding of applicable state and federal laws related to the department's operations, and the ability to apply this knowledge to successfully perform the essential job functions.

Our next Community Development Director needs to have strong interpersonal, verbal, and written communications skills, solid leadership, and public relations skills with the ability to effectively communicate and interact with individuals with differing educational backgrounds who may become angry, argumentative, or disagreeable. He/she must have the ability to act with tact, good judgment, and discretion under pressure. He/she will understand situations where confidentiality must be maintained.

Education & Experience

Bachelor Degree in Planning, Public Administration or closely related field and eight (8) years of managerial/supervisory level experience in a municipal planning, community development department, or closely related work; OR any equivalent combination of education and experience. Must have a valid Arizona Driver's License. APA membership desirable.





Join Our Team

Apply Today

*At the Town of
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Position open until filled.

All qualified applicants are encouraged to apply by visiting www.florenceaz.gov/jobs/ where you will find our employment application and instructions. Once you have completed the online employment application, you will be able to upload the application, a cover letter, and a resume through DocuSign. If you have questions regarding the application process or your application, please email hr@florenceaz.gov

The Town of Florence is an EEO/ADA employer.

The Town of Florence
Human Resources Office
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PO Box 2670
Florence, AZ 85132



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