**VILLAGE OF VILLA PARK, ILLINOIS**

**COMMUNITY DEVELOPMENT DIRECTOR**

GovHR USA is assisting the Village of Villa Park, IL with the recruitment of candidates for its next Community Development Director.

**About the Community**

The Village of Villa Park (population 22,263) is ideally located as an "inner" western suburb of Chicago, with direct access to downtown Chicago and the suburban region. Residents enjoy a 'small town' atmosphere, highlighted by excellent schools and superior village services, including outstanding police and fire protection, 'state of the art' paramedic service, and exceptional parks and recreational facilities. Villa Park is a stable community comprised of richly diverse residents from a variety of ethnic and cultural backgrounds. Villa Park residents are comfortable with a wide variety of housing options including single family and multi-family dwellings that are close to convenient shopping areas. In 2017, Villa Park was recognized by Money Magazine as the 8th best place to raise a family, and 28th best place to live in the United States.

**About the Organization and Community Development Department**

A Village Manager, appointed by the Village President and six-member Board of Trustees, oversees the day-to-day operations of the Village. The Department Heads, including the Community Development Director, are all appointed by and report to the Village Manager. The organization is comprised of 150 FT equivalent employees across eight departments: Administration, Community Development, Economic Development, Finance, Fire, Parks and Recreation, Police, and Public Works. The Village also shares ownership and operational responsibilities of the Sugar Creek Golf Course with the Elmhurst Park District. The Village’s 2022 budget is $78 million dollars with a fund balance of $27 million (200 days). The General Fund budget is $25.9.

The Community Development Department is responsible for long- and short-range planning for the Village; the review and approval of all incoming building permits for zoning compliance; and property maintenance and zoning compliance of property located within the municipality. The Community Development Department merged with permitting and is responsible for the daily workflow of all issuances of permits and the daily workflow. The Department provides technical assistance, including staff support to the Zoning & Planning Commission.

**Position Requirements**

**The successful candidate will have:**

* Bachelor’s degree or major course work in Urban Planning, Public Administration, Community Development, land-use planning, or a related field. Master’s degree preferred.
* Five (5) years of experience working within the municipal planning and zoning discipline. AICP preferred.
* Managerial experience with supervision of staff is preferred.
* Excellent interpersonal and oral and written communication skills with the ability to establish effective working relationships with co-workers, elected and appointed officials.
* Ability to lead, coach and train department staff in a focused and effective manner.

**Compensation and Benefits**

Anticipated starting salary range: $125K-$135K. DOQ. The Village offers a comprehensive benefits package which includes participation in the Illinois Municipal Retirement Fund (IMRF), health insurance including medical, dental, and vision coverage (also available to dependents), and life insurance. The Village also offers paid vacation, holidays, personal days, and sick time. Residency in the Village of Villa Park is not required.

**Selection Process**

Candidates should apply online at [www.GovHRjobs.com](https://govhrusa.applytojob.com/apply/RKNdW9F7eB/Villa-Park-IL-Community-Development-Director) by Friday, July 29, 2022 with resume, cover letter, and contact information for five (5) professional references. Questions about this position should be directed to to Riccardo Ginex, Vice President, GovHR USA, TEL: 847/380-3240 x120.

The Village of Villa Park is an Equal Opportunity Employer

[Click HERE to Apply](https://govhrusa.applytojob.com/apply/RKNdW9F7eB/Villa-Park-IL-Community-Development-Director)