

JOB POST/AD

Destination Downtown Edenton, Inc. (DDE) is seeking an Executive Director. The position reports to DDE board of directors responsible for the development of the Town's Main Street Program. The Executive Director is responsible for coordinating activity within Downtown Edenton that utilizes historic preservation as an integral foundation for downtown economic development. The Executive Director is responsible for coordinating program activities as well as for representing the community locally, regionally and statewide. In addition, the Executive Director should help guide the organization as it grows and as its objectives evolve. Requirements: Undergraduate degree in a field related to historic preservation, economic development, planning, construction, design, or any other field(s) that relate directly to position and previous work experience in related fields. Previous experience as a manager of a Main Street program or downtown revitalization program desired. Candidates must have the following characteristics: be sensitive to design and preservation issues; understand the issues confronting downtown business people, property owners, public agencies, and community organizations; be entrepreneurial, energetic, imaginative, well organized, and capable of functioning effectively in an independent situation and have excellent verbal and written communication skills. Salary compensation package commensurate with experience. Interested candidates should email the following to Nelson Spear, DDE Chairman at Destinationdowntonedentonjob@gmail.com: Resume and brief (one page maximum) written description of why the candidate's experience and skill set make him/her a strong candidate for this position. Questions can be emailed but please, no phone calls.