

Lafayette Downtown Development Authority (DDA)
Lafayette, Louisiana
Position Announcement
Chief Executive Officer (CEO)

The Search Committee of the Downtown Development Authority (DDA) is seeking a qualified and experienced individual to serve as its Chief Executive Officer.

The Lafayette Centre Development District was created by the Louisiana legislature in 1983 as a geographical taxing district in response to the Louisiana Parish Redevelopment Law promulgated by the legislature in 1970. The purpose and spirit of the law is to promote and enable the revitalization of areas within the several Parishes that have fallen in despair, become blighted and economically depressed. The governing authority of the District is the DDA, which is comprised of a seven (7) member board of directors. The District is principally funded through an *ad valorem* tax generating approximately \$450,000.00 annually, supplemented by grants and other sources.

The DDA functions in connection with Downtown Lafayette Unlimited (DLU), which is a non-profit organization who shares the same mission regarding physical, economic and cultural revitalization of the District. DLU is governed by a board of directors with up to twenty-one (21) members elected by its membership. The membership is comprised of persons in the District who pay dues.

DDA and DLU collaborate in a shared mission to foster, facilitate and enable physical, economic and cultural vitality within the District. They provide or assist with supplemental public services, business information services, brand marketing, arts and cultural initiatives and year-round entertainment events. The DDA moreso focuses on planning and developing public and private improvements and prospective economic and cultural development opportunities.

JOB SUMMARY: The duty of the CEO is to initiate, lead, plan, facilitate and manage the activities of the DDA and the District, and also serves as the CEO of DLU with those same duties. The CEO is also responsible for conceptual creation of public and private initiatives for the continual physical, economic and cultural improvement within the District. The CEO is required to work closely with the Lafayette Consolidated Government and its relevant departments necessary to accomplish DDA and DLU efforts and projects.

The CEO reports to the Executive Committees and Boards of Directors of the DDA and DLU, providing the necessary administrative, budgeting and financial reporting and support to enable the boards to make responsible and prudent policy and programmatic decisions. The CEO is assisted by and manages a staff of approximately four (4). The CEO will establish and maintain strong working relationships and collaborations with private stakeholders, elected officials, public agencies, community partner organizations and community leaders including, without limitation, working with developers, owners, architects, zoning and other government agencies in efforts to develop the District.

Experience & Qualifications:

- BA, BS, MA, MS or MBA City Planning, Public Administration, Business/Economic Administration Urban/Regional/Planning/Development, Urban Design, Public Policy or related field
- Minimum 5 experience in downtown/special districts management or development, including those responsibilities outlined in the foregoing job summary
- Excellent oral and written communications and ease in public speaking and project presentation
- Architectural, project design or developer experience a plus
- Working knowledge of the Unified Development Code, particularly that applicable to the District

- Desire and ability to develop a strong bond with current property and business owners, stakeholders and residents of the District
- Must have creative and entrepreneurial attitude
- Ability to build consensus across a broad range of perspectives and demographic interests'
- Ability to concomitantly facilitate multiple projects and activities
- Demonstrated success in managing people and team efforts
- Commitment to community planning, development and growth
- Knowledge and understanding of current trends and challenges facing cities and downtown districts throughout the state and country
- Computer proficiency

Compensation:

- Salary will be commensurate with qualifications, experience and record of achievement of the successful candidate; competitive benefits package.

To apply:

- Please send cover letter, resume and references (minimum of 3) to Resume@downtownlafayette.org No phone calls please. Position open until filled. The DDA is an Equal Opportunity Employer.

PLEASE NOTE: The DDA is a public entity. The name of all applicants and related submissions are subject to public disclosure.