



STRATEGY • LEADERSHIP • SOLUTIONS

**POSITION ANNOUNCEMENT  
PRESIDENT AND CHIEF EXECUTIVE OFFICER  
WARROAD COMMUNITY DEVELOPMENT**

**ORGANIZATIONAL OVERVIEW**

Warroad Community Development (WCD) is a 501(c)(3) nonprofit with the vision of building a meaningful lasting experience for Warroad (Minnesota) area residents and visitors alike, with an emphasis on recognizing and appreciating Warroad as a special place. WCD's mission is to build Warroad's forward-thinking narrative—at times countering conventional wisdom—to optimally define the community, articulate the vision, design the implementation plans, encourage entrepreneurial investments, and define and prioritize recommendations for projects, budgets, and resources in partnership with the City of Warroad. The projects encompass a wide range of community development that includes health and wellness, arts and culture, environment, recreation, housing, and economic development. For more information, visit the organization's web site: [www.warroadlifelifehere.com](http://www.warroadlifelifehere.com).

**PRIMARY AREAS OF RESPONSIBILITY**

Reporting to WCD's Board of Directors, the President and Chief Executive Officer (CEO) will lead the continued transformation of the community and influence the future direction for the greater Warroad community (geographically defined as the Warroad school district). The CEO role is a highly strategic and influential one that can creatively launch new projects, bring them across the finish line, and build upon those successes for future, long-term benefit. The CEO will leverage their experience in collaborating with community stakeholders, including civic leaders, government agencies, legislators, and the WCD board—a group of successful leaders from across the region. The primary responsibilities are:

- **Strategic Leadership and Communication:** Assist in the development of, and fully implement the short-, mid-, and long-range strategic plans of WCD, and ensuring adequate resources and tactics to achieve them; motivate and inspire others to support the vision of WCD financially and behaviorally. Implement board governance best practices.
- **Financial Planning and Fundraising:** Research funding options for WCD initiatives. Interpret and qualify programs for funding. Write government and foundation grant proposals. Build a strong system of support for entrepreneurs to invest in Warroad.
- **Operational Planning and Management:** Ensure that tangible, visible projects are fully developed and realized that remain true to the "voices of the street." Enlist and align the resources and similar efforts throughout the Warroad community, partnering with investors, community volunteers, local businesses, and city leaders.
- **Relationship Management:** Serve as the public face of WCD. Act as a key partner with the City Administrator in maximizing the functions of the City of Warroad Planning and Economic Development. Collaborate with local thought leaders, including civic leaders, county leaders, indigenous leaders, legislators, congressional representatives, government agencies, fiscal agents, and foundations.

## **DESIRED QUALIFICATIONS**

### *Education*

- A Bachelor's degree in municipal/regional planning, urban planning, public administration, business administration, or equivalent. Certain work experience may negate the need for a specific discipline degree. Master's degree preferred. AICP certification preferred.

### *Experience*

- Seven years of experience preferred, with two or more specifically in community development and transformation.
- Three years of experience with municipal planning and economic development.
- Proven ability to direct and implement long-term strategic planning with cross-functional community leaders.
- Successful track record of fundraising through a mix of philanthropic institutions, individual donors, and government agencies.
- Ultra-collaborative mindset.
- An orientation that community development is much more than economic development.
- Ability to quickly make meaningful connections with community leaders, business owners, and project stakeholders.
- Commitment and ability to be an engaging ambassador and advocate for WCD within the community and beyond.
- Program planning, development, implementation, management, and evaluation.
- Proven administrative competence in areas such as financial management, budgeting, marketing, technology, planning, and goal setting.
- Strong organizational skills and attention to detail.
- Excellent communication skills, particularly strong oral communication and presentation and written.

## **COMPENSATION**

The salary range for this position is \$100K-\$140K and is commensurate with experience and qualifications. In addition, WCD can offer a financial allowance for health coverage. Relocation assistance provided.

## **TO APPLY**

Cincinnati invites interested candidates to send an electronic letter of introduction and résumé to [brad@cincinnati.com](mailto:brad@cincinnati.com), or a hard copy to Employment, Cincinnati, 1041 Grand Avenue, PMB 229, Saint Paul, MN 55105.