



**Detroit  
Revitalization  
Fellows**

A program of Wayne State University



# Detroit Revitalization Fellows

## Position Descriptions Cohort III (2015-17)

As of January 26, 2015



## Cohort III (2015-17) Position Description

### Belle Isle Conservancy **Community Engagement Manager**

The Community Engagement Manager will lead the development of an engagement strategy and implementation of tools, initiatives, and programs to better connect the community to Belle Isle information and experiences. The island park has been a beloved community gem for generations, and we have entered a new chapter in the park's history as a state park. It is critical for the community to feel engaged and connected to Belle Isle as we navigate the new relationship with the State of Michigan as the management entity and the changes it brings with it. The Community Engagement Manager will build a robust community engagement program that includes creative and non-traditional strategies to ensure park users continue to enjoy Belle Isle, feel welcome at the park, are well informed, and have an avenue for getting information and relaying feedback, concerns, and ideas about the park.

The ideal candidate has a master's degree in communications or public relations and a minimum of five years of experience working in the community engagement field. S/he will be a team player that works well in a dynamic environment and has strong connections to Detroit including the faith based community, neighborhood groups, and civic leaders.



## Cohort III (2015-17) Position Description

Charles H. Wright  
Museum of African American History  
**Chief Sustainability Officer**

The Chief Sustainability Officer will examine the Charles H. Wright Museum of African American History's (The Wright) physical infrastructure, systems and processes and make recommendations that promote the long-term health of the institution. By improving the Wright's stewardship of its facility and revenue streams, the Chief Sustainability Officer will help the Museum continue to open minds and change lives through the celebration of African American history and culture for generations to come.

The Wright opened its current 125,000 square-foot building in the heart of Detroit's Midtown Cultural Center in 1997, and is proud to be an active part of the economic revitalization happening in its neighborhood. The facility was state-of-the-art when it opened; however, it now needs substantial upgrades. The Chief Sustainability Officer will assess the lifecycle of the overall facility and its equipment as well as assess how to best maximize these resources.

The ideal candidate is a flexible, driven, mission-oriented professional with a background in non-profit or business administration who can work independently and in team settings. Experience in promoting efficient and sustainable operating procedures is preferred.



## Cohort III (2015-17) Position Description

City of Detroit  
Department of Transportation  
**Manager of Strategic Planning**

The Manager of Strategic Planning will identify management options and strategies for the Detroit Department of Transportation (DDOT) as public transportation evolves in Southeastern Michigan.

Working with DDOT staff, the Manager will identify key challenges the agency faces and develop action plans with alternative corrective strategies and resources. As the action plans are approved by the Director, the Manager will lead the team through full implementation. It is anticipated that these action plans will focus on the use of technology (existing and future) to streamline processes in operations, maintenance, finance and customer service, but also include options on how to improve regional cooperation.

Ultimately, the Manager of Strategic Planning is a critical component to DDOT's growth and development to grow and create a culture of good service and enhanced mobility options for customers and residents of Detroit.



## Cohort III (2015-17) Position Description

City of Detroit  
Department of Innovation & Technology  
**Director, Open Data & Analysis**

The City of Detroit's Department of Innovation and Technology (DoIT) is in the midst of transforming the way technology empowers City employees to deliver great services and enables City residents to have more insight and participation in how they are governed. The foundation of this transformation is openness and transparency via an open data policy recently enacted by Mayor Duggan.

DoIT is looking for a leader who can spearhead the implementation of this policy. This requires the management and coordination skills to work across City departments and divisions to make more data accessible and understandable to the public. It calls for the technical and research talent to put data to work solving the big strategic challenges we're addressing in City Hall—from targeted investment opportunities to the [re]-allocation of City-owned real estate assets to identifying the best interventions for addressing Detroit's digital divide. It demands the design sensibility to craft visual representations of data that lead to understanding and well-informed decisions.

We prefer applicants who have experience managing geospatial information and a passion for creating meaning from raw data.



## Cohort III (2015-17) Position Description

### Data Driven Detroit **Social Impact Researcher**

The Social Impact Researcher will enhance Data Driven Detroit's (D3) capacity for providing the highest quality data and analysis to policy makers and community members. This position will be responsible for: (1) crafting a strategic plan to strengthen D3's ability to undertake high-quality, high-impact community research; (2) engaging in and directing the research of D3 staff; and (3) leveraging and expanding D3's partnerships with academic, philanthropic, community, and other organizations to increase the impact of findings on decision-making. Using D3's extensive data warehouse, six years of project-based analysis, and a highly skilled team, the Social Impact Researcher will be well positioned to execute research projects that will have demonstrated social impact. By strengthening the D3 research program, and seizing opportunities to expand D3's reach, the Fellow will significantly contribute to a region that readily looks to data to inform decisions.

The ideal candidate will have a strong passion for data, and a belief in the ability of data analysis to impact policy. S/he will hold a master's degree or PhD in sociology, statistics, public policy, applied economics, or related discipline, and have 3+ years' experience managing research projects in multiple subject areas. Program evaluation experience and multiple authored products strongly preferred.



## Cohort III (2015-17) Position Description

### Detroit Creative Corridor Center **Project Manager, Council of Creative Industries, Detroit**

The Detroit Creative Corridor Center (DC3) seeks to develop a member-based model to deliver its programming through the formation of the Council of Creative Industries (CCI). CCI will address the industries growing advocacy and exposure needs through a unified platform, data collection, conducting research and working with policymakers to support the industry's development and advance Detroit's reputation as a global center for design.

The Project Manager will research and build out a model for CCI. This position will conduct surveys and focus groups on national and international benchmarks as well as with industry leaders to compare different approaches to models and identify needs. S/he will build key relationships and recruit potential members, recommend programming and resources, and organize our first annual convening in Fall 2016. The Project Manager will work with and be supported by our on-staff Marketing Manager and Events Manager. S/he will take ownership of CCI and collaborate with diverse partners and stakeholders to foster collaboration with minimal supervision.

The ideal candidate will possess 5+ years' experience in business or non-profit management and a bachelor's degree, an advanced degree is preferred. S/he will have experience organizing or managing a professional/non-profit network or association. Effective listening, communication, leadership and team-building skills are also desired.



## Cohort III (2015-17) Position Description

### **Detroit Economic Growth Corporation Employment District Program Manager**

The implementation of employment district plans is critical to the city's economic development future. The Employment District Program Manager will administer and lead urban planning, design and engineering, and construction programs for the Detroit Economic Growth Corporation (DEGC) to stimulate job growth and targeted investment in the Mt. Elliot Employment District as defined in the Detroit Future City framework. The Manager will work with DEGC staff, and external community stakeholders to bring a current reinvestment strategy process to its completion, and based upon its strategic priorities, conduct sequential implementation initiatives within the District and other areas. The responsibilities include leading the vendor procurement process and administration, and attracting and securing funding in order to execute and make District real estate sites ready for redevelopment. The Manager will maintain working relationships with the City of Detroit, other governmental and private agencies, various public and private boards, commissions, and community groups.

The ideal candidate will possess a bachelor's degree or higher in architecture, business administration, civil engineering, law, urban planning, public administration, construction management, or a related field. Demonstrable experience as a program manager assisting and/or leading the implementation of strategic physical plans or capital improvement plans (or equivalent work experience) is desirable.



## Cohort III (2015-17) Position Description

### Detroit Future City Implementation Office **Senior Project Manager for Design & Development**

The Senior Project Manager for Design and Development will contribute to the formation of Detroit Future City's (DFC) physical design and development capacity to fulfill the DFC Strategic Framework Plan, and satisfy increasingly important design and development facets of DFC's implementation portfolio. The Manager will have the opportunity to lead and manage design and development initiatives, coordinate relevant partners and stakeholders, and help to positively represent DFC. Design and development initiatives will typically include buildings, open space, infrastructure, urban design, and physical master planning.

This position will support and inform DFC's Director of Projects, coordinate activities and objectives with DFC team members, and manage relevant consultants. The Manager will be responsible for the overall success of the design/development initiatives you are leading, including scopes, schedules, content, deliverables, and budgets. You will also be responsible for maintaining partner and client relationships.

The ideal candidate will be creative, curious, and collaborative, as well as passionate about the impact of thoughtful physical interventions in urban environments, particularly in a post-industrial city like Detroit, while being rigorously attentive to the complexities of physical development. A professional graduate degree and license in architecture, urban design, landscape architecture and/or planning, is preferred, with at least 8 years of experience in relevant fields.



## Cohort III (2015-17) Position Description

### Detroit Historical Society **Director of Community Outreach & Engagement**

The Director of Community Outreach and Engagement will lead the creation of a new vision for the Detroit Historical Society's community outreach and engagement initiatives. S/he will assess the impact of current community engagement programs and build strategies for developing innovative programs that engage new audiences. The Director will foster relationships with community groups/organizations, non-profits, public and private schools, colleges and universities, businesses and other audiences to develop special partnership programs. S/he will also lead the development and implementation of a robust calendar of programs for the Detroit 1967 collaborative community project.

This position is critical to our efforts toward increasing our capacity to reach new audiences. The purpose is two-fold: to ensure inclusion of diverse perspectives in all aspects of our operation and to demonstrate our relevance to today's community. The Director will routinely interface with other members of the leadership team as well as the board of directors to achieve the organization's vision and mission.

The ideal candidate will possess a master's degree and a minimum of five years' experience working in a museum/non-profit, community engagement, economic development and/or a related field. S/he will have experience engaging diverse audiences in conversations that produce actionable results, then leading projects with those communities.



## Cohort III (2015-17) Position Description

### **Detroit RiverFront Conservancy Community Development Planner**

The Detroit RiverFront Conservancy (DRFC) goal for this position is to communicate available development opportunities in the riverfront district in an effort to foster economic investment. The Planner will lead this effort to market the riverfront community as business and resident friendly to secure the right development for the right land use. The ultimate goal is to create a vibrant, walkable and attractive community. The Planner will serve as a liaison, conduct workshops and make presentations to local units of government, chambers of commerce, private sector organizations and development groups on a broad range of economic development activities to assist in designing/implementing programs to facilitate business development that promotes the riverfront's business opportunities.

We are looking for a land use planner, community development specialist, developer, urban development or real estate professionals with 3 years' experience and a master's degree. The applicant should have strong strategic planning background and community engagement and economic development skills. S/he should understand effective land planning principles and be skilled in marketing and promotion techniques. They will develop and oversee distribution of information, both printed and web-based to promote the riverfront's positive investment climate. They should have superb communication skills in both writing and presentation.



## Cohort III (2015-17) Position Description

### Detroiter Working for Environmental Justice **Chief Operating Officer**

The Chief Operating Officer (COO) will work under the direction of the Chief Executive Officer/President of the organization. This position will provide leadership and oversight for our management team. Also, ensure the successful execution of our program strategies, operating policies and human resource related activities.

Detroiter Working for Environment Justice (DWEJ) champions local and national collaboration to advance environmental justice and sustainable redevelopment. We foster clean, healthy and safe communities through innovative policy, education and workforce initiatives. This mission is bold and we are seeking a senior leader capable of stepping into our energized and passionate team to help refine our organizational effectiveness in a manner that will increase our impact as a high performing organization. We aspire to utilize industry best practices in all of our operations and to that end evolve our practices for masterful mission fulfillment.

The ideal candidate has supervisory experience and demonstrated excellence in organizational management with the ability to coach staff and develop high-performance teams. A minimum of 10 years of experience preferred.



## Cohort III (2015-17) Position Description

EcoWorks

### **Business Innovation Director – Youth Energy Squad Program**

The Youth Energy Squad (YES), a program of EcoWorks, aims to grow the next generation of green leaders. Since 2009, YES has engaged more than 10,000 youth and adults in hands-on projects to green their homes, schools, and neighborhoods and generated \$3.4 million in energy savings.

The Business Innovation Director will lead our efforts to take YES to the next level, serve more schools and communities, launch sustainable funding streams, and further establish the program's reputation as a national green schools leader. Specifically, the Director will cultivate new revenue streams from utility and municipal contracts, energy savings, corporate sponsorships, and a fee-based program for 40 new schools. This position will have broad discretion in growing a diverse, robust income portfolio and will be supported by the program director to hone strategies and course correct as needed.

The skills and initiative needed are commensurate with our bold aspirations. We seek a track record of successful entrepreneurship, securing sizable sums of money, building and leading movements and coalitions, and adapting to complex, changing landscapes. The applicant's professional goals should align with our organizational values of integrity, collaboration, excellence, vision, sustainability, and justice. We strongly prefer experience working with people of color.



## Cohort III (2015-17) Position Description

**Eight Mile Boulevard Association  
Development Director  
Eight Mile Business Improvement District**

The Development Director, Eight Mile Business Improvement District (BID) will lead the efforts of Eight Mile Boulevard Association (8MBA) to establish a multi-jurisdictional BID. The Director will: (1) assess and engage stakeholders in developing the BID plan; (2) develop and execute a comprehensive campaign for BID establishment; and (3) secure grants for “proof of concept” projects.

The Director will foster relationships with stakeholders in the BID target area and understand the needs of those stakeholders and the BID’s potential economic impact. S/he will interface directly with the Executive Director and have access to support staff. The Director will be exposed to leadership development opportunities, such as conferences and other networking engagements. The Director will shape the future of 8MBA’s revitalization efforts through this project.

The ideal candidate will demonstrate a record of campaign success (e.g., political candidate or issue advocacy). S/he will possess at least 1 year of experience in team-based work with deadlines and deliverables, and will have a master’s degree in communications, marketing or related fields (or a bachelor’s degree with experience). S/he will be a team player who is flexible, creative, coachable and reliable, and has a sense of humor while understanding the importance of this project.



## Cohort III (2015-17) Position Description

### Global Detroit **Director of Corporate & Economic Development Strategy**

The Director of Corporate and Economic Development Strategy is charged with working with the Executive Director and Global Detroit team to build Global Detroit's capacity to connect its programs and the immigrant talent they serve to Detroit's corporate community and economic development infrastructure.

This position will be charged with improving Global Detroit's corporate engagement strategy to help deepen the penetration of our programs within the corporate community, including Global Detroit's international student retention and skilled immigrant integration initiatives. Similarly, the Director will work to better connect Global Detroit's work with local economic development organizations and initiatives.

The Director will need excellent communication, presentation, and strategic marketing skills. S/he will need to be able to connect with leaders in these sectors and to earn their trust. The applicant will need to be a self-starter—someone who can work with the Global Detroit team to learn about our array of programs, the opportunities immigrants, refugees, and international investments present and help develop and implement a strategy to better market these opportunities to corporate and economic development leaders across the city.

We are extremely open to having this strategy overhauled, refined, or amended and having the Director lead in this effort.



## Cohort III (2015-17) Position Description

### Grandmont Rosedale Development Corporation **Neighborhood Safety Program Manager**

The Neighborhood Safety Program Manager will lead Grandmont Rosedale Development Corporation's (GRDC) community-based efforts to improve public safety in the Grandmont Rosedale neighborhoods of Northwest Detroit. GRDC has been recognized as a model and innovator for community-based safety programs in Detroit. For the past two years, we have pioneered an effort to create Neighborhood Benefits Districts (NBD) in Detroit. Similar in concept to Business Improvement Districts (BID), NBDs would utilize special tax assessments to fund neighborhood-based safety programs under local community control. The Neighborhood Safety Program Manager would lead a campaign to create and structure an NBD in Grandmont Rosedale. If successful, our NBD campaign could serve as a model for other communities in Detroit and across the country. At GRDC, we take a comprehensive approach to neighborhood revitalization and we recognize that the feeling of safety and well-being is central to enjoying a high quality of life in any community.

The ideal candidate would have experience with community organizing or other types of grassroots campaigns. The Program Manager must have the ability to work side-by-side with local community leaders and be an excellent motivator. Experience with public safety or criminal justice issues is a plus, but not essential.



## Cohort III (2015-17) Position Description

### **Henry Ford Health System Urban Planner**

The Urban Planner will be an important member of the team focused on comprehensive Detroit development initiatives. This position will add capacity to a small department inside a large health care organization that is taking the lead on addressing neighborhood conditions. The Planner will advance real estate development within targeted areas by assembling projects and creating partnerships with external agencies and commercial firms. As a response to community needs, he or she will explore and execute additional initiatives of various types that contribute to the well-being and growth of our community. This position is critical to our vision to create a healthy and accessible district as an institutional catalyst. The Planner will be a leader within the department, and will have an array of professional development and networking opportunities at his or her disposal.

The ideal candidate will possess a master's degree in planning, architecture, business, or a related field, and have a minimum of five years' experience. He or she will be optimistic, unafraid to fail, and highly motivated to improve the lives of those touched by our work.



## Cohort III (2015-17) Position Description

### Invest Detroit Foundation **Project Analyst**

Invest Detroit Foundation (ID) is seeking a Project Analyst that will assist with underwriting needs, and help guide our economic development efforts, allowing ID to expand our geographic footprint for the revitalization of Detroit.

This individual will assist ID with underwriting for our current lending activity to gain an understanding of how ID operates. The candidate will also assist in the development of a program to impact the collaborative revitalization of targeted neighborhoods. The candidate will work with community leaders and ID management to craft an initiative including a detailed analysis and evaluation followed by strategy recommendations to ID's management and community partners. The candidate will identify opportunities to provide small business technical assistance grants/loans as appropriate, and interact with funding partners to obtain resources for the required investments. The candidate will be responsible for reporting, loan sourcing, loan underwriting/due diligence, loan closing and monitoring.

The ideal candidate will have a master's degree in business administration, or comparable field, with a minimum of 5 years' experience in a finance/marketing role. S/he will have excellent communication skills (written and verbal), be attentive to detail, have an ability to multitask, and be able to effectively interface with ID staff and community partners.



## Cohort III (2015-17) Position Description

### Metro Matters (*formerly Michigan Suburbs Alliance*) **Transportation Program Manager**

Metro Detroit has an exciting opportunity to develop a world-class transit system as our newly-established Regional Transit Authority (RTA) gets off the ground. Planners, advocates, public officials and residents need to be inspired to design and fund the incredible system Detroit deserves. The Transportation Program Manager at Metro Matters will work with our organization's senior leadership, community opinion leaders and the RTA to advocate for a state-of-the-art multimodal transportation system that goes beyond traditional transit. A central focus of Metro Matters is ensuring that our transportation system supports the development of equitable communities, reducing social and economic inequalities by dynamically connecting people and places. The Transportation Program Manager will be a critical link between the RTA and the people it intends to serve. The daily work involves research, storytelling and community engagement.

Ideally, the Transportation Program Manager will possess a master's degree related to urban planning, communications or community organizing. Significant professional experience in the nonprofit sector or with a progressive transit agency is welcome. Metro Matters runs a fun and intellectually challenging office, so be prepared for vigorous debates and a team that will back you every step of the way.



## Cohort III (2015-17) Position Description

### Southwest Detroit Business Association, Inc. **Owner's Representative – Verner Crossing Development**

The Owner's Representative will lead the cleanup and redevelopment of a 7 acre, former Detroit Public Works yard where the community has envisioned a major retail development for over 25 years. In a previous community engagement process, community stakeholders described a retail/maker space/community plaza in the geographic center of the Southwest community's commercial hub. The community will self-select to learn the real estate development process through an actual development so that the community may, moving forward, effectively contribute to the success (jobs, community pride, tax base) real estate development can bring to the community. In cooperation with other appropriate community organizations, the Owner's Representative will design the process through which individuals representing community based organizations may actively learn the specific work necessary to get to a deal. It is necessary for this work to be done so that nonprofit real estate development is genuinely community driven. Real estate development is suspect activity in many communities. Southwest Detroit is a focus of major real estate investment and communities need to understand the why and how of development in order to most effectively contribute their intelligence.

The ideal candidate will possess a master's degree in business or public administration and a minimum of 5 years' experience in urban real estate development and familiarity with nonprofit development.



## Cohort III (2015-17) Position Description

### Teen HYPE **Project Manager, Bridge the Gap**

The Bridge the Gap Project Manager will design and implement a program model targeting youth ages 17 to 24. As a pilot program, this position will research best practices to build the program from the ground up. S/he will develop goals, recruit participants, build relationships with prospective employers and facilitate career exploration experiences for participants. The Project Manager will connect youth to resources and equip them with the skills and tools necessary to successfully transition to an academic setting, vocational program or gainful employment. This position will utilize individualized plans and volunteers to engage participants, drive enrollment and retain and grow participation.

This position supports our work focused on helping youth get ready for the world by building a bridge that leads to a bright future. Bridging these gaps is the essence of our mission to empower urban youth to thrive while strengthening their communities. These young people are Detroit's "new-now-next" generation of leaders.

The ideal candidate will possess a master's degree in the human services field and a minimum of five years' experience working with young people. Other desired competencies include workforce development, coaching and project management.