Detroit Revitalization Fellows
Position Descriptions
Cohort IV (2017-19)
As of January 20, 2017
Cohort IV (2017-19)
Position Description

Capital Impact Partners
Inclusive Growth Program and Policy Manager

The Inclusive Growth Program and Policy Manager will execute programs and develop policies to support Capital Impact Partners’ efforts to spur inclusive growth in Detroit. Capital Impact’s Detroit program catalyzes opportunity-rich, mixed-income, accessible neighborhoods in Detroit through real estate development financing, programmatic activities, and policy development. Early on, the Fellow will manage a new program at Capital Impact that supports local, minority developers through technical assistance, flexible capital, and lending support. The Fellow’s management of this program will set the tone for how Capital Impact develops and executes future programs to complement its lending activities and ensure Detroit residents have access to housing and other resources in areas of the city that are seeing new investment. The Fellow will also have the opportunity to develop a local policy agenda for Capital Impact that furthers municipal, regional, and state regulations related to housing, including long-term affordability, renter equity, inclusionary zoning, and community-based ownership.

The Fellow will report to Capital Impact’s Detroit Program director, and work with Capital Impact staff across the country, local real estate developers, community-based organizations, advocacy organizations, and municipal representatives.

An ideal candidate will possess a master’s degree in public policy, planning, business administration, or a related field; excellent analytical and research skills; experience in public policy development and public sector engagement; familiarity with successful models for community and economic development; and at least 3-5 years of experience working in or with government or nonprofit sectors.
Cohort IV (2017-19)  
Position Description

Cinnaire  
Detroit Market Senior Analyst

The Detroit Market Senior Analyst will engage with policy leaders, community based developers and city officials in the identification and implementation of emerging real estate development strategies that support mixed income neighborhoods to retain, expand and enhance housing opportunities for all in a rapidly changing housing market. The candidate will lead the Detroit Market Project to identify select neighborhoods where physical gaps of housing type, commercial space or a "missing middle" of affordability is forming as the divide between market rate rents and those of general affordability grows. The strategic backfilling of these gaps is where this project will leave its mark.

Through policy and practice research the candidate will form and advocate for development strategies that deliver impact and innovation. The fellow will collaboratively aim to remove or navigate barriers to community scaled infill developments that support the Mayor’s 20-minute neighborhood initiative. The physical implementation of these infill strategies will be undertaken in partnership with community based organizations as partners alongside our affiliated development organization. A robust pipeline of projects will be established for execution both during the 2-year period and beyond.

As the trajectory of many Detroit neighborhoods rise Cinnaire continues our commitment to affordable housing and economic opportunity for all through participation in the development of projects that support community authenticity and vibrancy.

The ideal candidate will possess a master’s degree in urban planning or related field with a minimum of five years of practical experience in real estate development, finance, urban planning or policy analysis.
Cohort IV (2017-19) Position Description

City of Detroit
Health Department
Livable Places Project Manager

The Livable Places Project Manager will sit at the intersection of Public Health and Urban Planning, creating a template for urban revitalization that includes health as a central priority. The Fellow will serve as the primary liaison between Detroit’s Health Department and Department of Planning and Development, managing projects that will strategically leverage the role of public spaces—schools, parks, streets—to promote community health. The Fellow will facilitate knowledge sharing between program Directors and advance the City as a thought leader in urban revitalization and health. Deliverables associated with the fellowship include the launch of a new clinical model for delivering health services to young children, white papers on urban planning methodologies and implications on community health, templates for engaging the community in discussing health as a catalyst for revitalization, and leveraging school-based health centers to improve health of students and their families.

This Fellow will regularly interface with the Health Department’s Director’s Office and Division leadership to advance the Department’s vision and mission: to improve the health and quality of life of Detroiters through innovative public health policy, programs, and partnerships.

An ideal candidate would have completed a Master’s Degree in Public Health, Public Policy, or Urban Planning, and have experience navigating the complexities and challenges of municipal government. They must be passionate about tackling economic development challenges in Detroit through a health lens and have the entrepreneurial spirit to advance projects involving multiple stakeholders across City government.
Cohort IV (2017-19)
Position Description

City of Detroit
Police Department
Strategic Project Manager

The mission of the Detroit Police Department (DPD) is to serve as a model of sustained policing excellence that places neighborhoods and people first. The Strategic Project Manager will work in service of this mission alongside a diverse team of dedicated sworn and civilian members, focused on implementing strategic initiatives to accomplish the department’s crime reduction and community service goals.

The Fellow would have the opportunity to work on a wide variety of transformational projects, both internal and external in nature. Internally, the Fellow may work with leadership to identify operational challenges and implement process improvement strategies, aimed at assisting the department to best utilize its available resources. Internal projects range from modernizing the department’s technological infrastructure to improving basic service delivery. Externally, the Fellow may work alongside sworn officers to develop and enhance innovative programming that enriches police-citizen interaction and improves public trust. To accomplish these strategic initiatives, the Fellow will employ quantitative and qualitative analysis as a foundation for his or her work, combining administrative datasets with the knowledge of officers on the ground.

The ideal candidate is an entrepreneurial, facilitative leader, committed to those with whom s/he works. S/he is an excellent communicator, able to articulate complex information to a diverse audience of varying levels of expertise. S/he must also be data-driven, able to set clear goals and move toward measurable outcomes. The candidate preferably possesses a master’s degree in a relevant field with a minimum of five years’ experience.
Cohort IV (2017-19)
Position Description

Detroit Bike Share
Director of Mobility Initiatives

The Director of Mobility Initiatives will develop a long-term, strategic direction for Open Streets Detroit and work to maximize organizational opportunities to advance an agenda for improved transportation options and infrastructure in Detroit.

The mission of the Director of Mobility Initiatives position will be achieved if, at the end of two years, the following questions are answered:

- Where is Open Streets Detroit best positioned for long-term success? What kind of staffing and additional support does it require?
- What does long-term success look like for Open Streets Detroit? How do we measure it?
- How do we maximize collaborative opportunities between Detroit Bike Share and Open Streets Detroit?
- How do we expand the initiative to other neighborhoods and communities throughout Detroit and the region?
- How do we ensure long-term funding sustainability for Open Streets Detroit?
- How do we position Open Streets Detroit and Detroit Bike Share to help produce systemic change in how our streets are used?

This position is critical to the organization’s vision of supporting Detroit’s future as a leader in public mobility systems that truly work for residents’ and visitors’ diverse transportation needs. The Director of Mobility Initiatives will work to ensure the long-term viability of Open Streets Detroit with an eye towards achieving broader transportation and mobility goals.

Demonstrated success working in a start-up environment, as well as the ability to work well under pressure while maintaining a sense of humor, are a must.
Cohort IV (2017-19)
Position Description

Detroit Economic Growth Corporation
Real Estate and Financial Services Development Manager

The Development Manager will serve in a key role in the Real Estate and Financial Services Department who leads commercial, industrial, and retail development citywide and is playing a key role in revamping how development happens in the City of Detroit. The Development Manager plays a critical role in the transformation of the City of Detroit by executing the pre-development process, which includes, but is not limited to market and site identification, contract negotiations, zoning/rezoning deal structuring, and underwriting, relationship building and management with both internal and external partners. S/he will gain excellent experience negotiating Development Agreements, business terms and ground leases and other legal documents related to large, long-term development projects.

The Development Manager will be a team player within the department, in addition to working closely with the City of Detroit Jobs & Economy Team, the City of Detroit Planning Department, the Detroit Land Bank Authority, and the Detroit Building Authority.

The ideal candidate will have earned a degree in Finance, Urban Planning, Architecture, engineering, Real Estate, Project Management or Related Field. Master’s degree in Business Administration, Law, or Urban Planning is preferred. S/he must demonstrate proven track record with 3-5 years of experience in real estate development and financial analysis, asset management, or a directly related field conducting analysis, developing policy, and managing complex planning / real estate projects required. S/he must be self-motivated, bringing excitement, passion, sophistication and a high level of dedication and customer service to the position.
Cohort IV (2017-19)
Position Description

Detroit Future City
Sustainable Landscapes Manager

The Sustainable Landscapes Manager will build on DFC’s civic capacity and racial equity focus to directly assist organizations across Detroit to become leaders in vacant land transformation. This position will provide technical assistance for the ‘Working with Lots’ mini-grant program and develop partnerships to expand the scale and impact of the Field Guide to Working with Lots [https://dfc-lots.com/]. This includes providing technical assistance for grant development and implementation, working to help groups minimize their stormwater surcharge, and coordinating initiatives that support a robust job pipeline related to green infrastructure installation.

This position will be closely linked to developing partnerships in the community—from residents, community organizations and businesses. This role is instrumental in advancing The Land Use and City Systems component of DFC’s five-year strategic plan and will inform open space policy/advocacy, and community and economic development. The fellow will be leading the team (including consultants) needed for implementation and will have the flexibility to manage their own schedule to accommodate working closely with external partners and the community.

The ideal candidate should be fluent in the benefits of green stormwater infrastructure and how to best implement it. They will have experience with landscape design, planting, maintenance and project management and be comfortable supporting the efforts of community members of all backgrounds and all levels of knowledge with green interventions. This position will report to the Director of Land Use and Sustainability and work as part of the Land Use team. They will be considered a thought leader who will actively contribute to the dialogue and culture-shift around vacant land in Detroit, and far beyond.
Cohort IV (2017-19)
Position Description

Detroit Public Schools Community District
Office of Enrollment
Neighborhood Specialist

The Neighborhood Specialist, Office of Enrollment, will develop an infrastructure for grassroots neighborhood and community stakeholder engagement to directly support enrollment initiatives, acting as a facilitator to jump start, coordinate and track those connections in key communities. The Neighborhood Specialist will support team members in the Office of Enrollment to interface with community organizations, neighborhood groups, churches and local non-profit organizations.

Specific measurable tasks include mapping, cataloguing and leveraging strategic neighborhood/school relationships. A key outcome of this project will be the creation and implementation of a database, incorporating a customer relationship management system, to regularly plan with, connect to and monitor those networks.

The ideal candidate is a collaborative, energetic, task- and team-oriented, nimble, flexible, innovative, hard-working individual who will play an integral role in ensuring the optimal connection between district programming and the City of Detroit’s diverse communities as part of its overall mission to ensure a high-quality school in every neighborhood. Candidates ideally should possess a deep understanding of the City of Detroit, a passion to be part of the city’s ongoing rebirth and a belief in the ability of the city school system to be an agent of positive change. Skills required include working knowledge of Microsoft Office (Word, Excel, Outlook, PowerPoint).

The Neighborhood Specialist will support the strategic goals and mission of the school district to raise student achievement by engaging communities and spur collaboration.
Detroit RiverFront Conservancy
Project Manager

The Project Manager will ensure that the East Riverfront Framework Plan – initial Phase of Implementation – to be announced by the Mayor on February 8, 2017 - is managed for the Detroit RiverFront Conservancy (DRFC). The Fellow will lead this effort to deliver every project on time and within budget and scope. The Fellow should thrive on planning projects and working with a collaborative team. The ultimate goal is to create a vibrant, walkable and attractive community within the east riverfront. The candidate will serve as a DRFC representative, will conduct workshops and make presentations; to local units of government, private sector organizations and development groups on a broad range of economic development, transportation and public space planning activities. Their assistance in designing/implementing programs to facilitate the three main initiatives of expanding the green space, improving the infrastructure for development initiatives and redefining transportation corridors like Jefferson Avenue.

This position will interface with City departments, Detroit Economic Growth Corporation, contractors, utility providers and other members of the leadership team as well as the board of directors to achieve the project objectives of the implementation plan.

We are looking for a project manager with a solid ability to develop and execute a project delivery plan. The candidate should have a bachelor’s degree in a related field, Black Belt or PMP certification is a plus. They should have superb communication skills in both writing and presentation.
Cohort IV (2017-19)  
Position Description

Eastside Community Network  
Director of Economic Development

Eastside Community Network (ECN) is a nonprofit, community development corporation seeking to catalyze development on Detroit’s Eastside with a focus on the Eastside Mack Neighborhood and the Chandler Park Neighborhood. The Director of Economic Development and Planning is responsible for market research, managing data related to ECN development plans, and neighborhood demographic research. The Director will also support tenant recruitment efforts for office and retail sectors, and development of a variety of marketing materials, including the Mack Avenue Development Map, Leasing Activity Report and Retail Opportunity Map. The Director will participate in meetings with City Officials, prospective tenants, real estate brokers, financial institutions and other partners. In addition, the Director of Economic Development will coordinate all aspects of the corridor’s involvement in infrastructure and public space planning and implementation, including transportation, public transit, utilities, streetscape, sustainable design, public art and parks. This director will serve on the leadership team and will also be responsible for supervising the Manager of Business and Resident Development.

The ideal candidate will have 5 years’ work experience in related business, including real estate development, brokerage, economic development, and urban planning; quantitative analytical and market research skills, especially development, leasing and demographic data gathering, analysis and reporting; ability to communicate and build partnerships with different constituencies; excellent organizational skills. GIS experience and basic InDesign skills a plus, as well as a graduate degree in real estate development or urban planning.
Cohort IV (2017-19)
Position Description

Global Detroit
Director of Opportunity Neighborhoods

The Director of Opportunity Neighborhoods will lead in the development of place-based community economic development strategies for Global Detroit, an economic development initiative that seeks mobilize Detroit’s immigrant potential. The Opportunity Neighborhoods Initiative seeks to maximize the promise of both longstanding residents and immigrant groups, while creating mutually beneficial opportunities for all neighborhood stakeholders. The Director of Opportunity Neighborhoods will expand a strategy for Global Detroit that supports both community development and individual asset-building around small business development, homeownership programs, recreation, beautification, safety, and workforce development opportunities, to name a few.

The Director of Opportunity Neighborhoods will develop strong relationships with key partners including community organizations, neighborhood stakeholders, existing service providers, urban planners, employers, entrepreneurship programs, etc. that can, through existing and new programs, help to improve the quality of life in these neighborhoods.

The ideal candidate will possess 5+ years’ experience in community development and/or asset building, an advanced degree is preferred. S/he will have a passion for connecting immigrants and communities of color to life-changing opportunities and cross-cultural experiences, a desire to make a visible impact in Detroit neighborhoods, and a tendency to foster strong relationships in a variety of settings. Effective listening, communication, management and team-building skills are also desired.

Ultimately, the Director of Opportunity Neighborhoods is critical to the growth of Global Detroit and will shape the direction of its place-based work, expanding the organization’s ability to revitalize communities from within by fostering clear, but flexible, strategies to guide positive change in target neighborhoods.
Cohort IV (2017-19)
Position Description

Invest Detroit
Manager of Neighborhood Engagement

The Manager of Neighborhood Engagement will support Invest Detroit’s recently launched Strategic Neighborhood Initiative as it expands its economic development financing tools to revitalize targeted Detroit geographies beyond the Greater Downtown. To help implement the neighborhood strategy, s/he will assist with identification of up to four real estate projects in each neighborhood; identify and support partner Detroit developers, architects, and builders; work with local community partners and leaders in identifying, prioritizing, and implementing public good infrastructure projects (e.g. pedestrian lighting, open space activation/improvement, green alleys, or alternative mobility options); create strategies for additional Detroit neighborhoods including developing relationships with local leadership and stakeholders in each and identification and implementation of real estate and public good infrastructure priorities; help complete fundraising for the Strategic Neighborhood Fund; and assist and manage relationships with existing community partners and the City of Detroit.

The ideal candidate will have a Master of Community Development, Urban Planning, or relevant field with a minimum five years of prior work experience. S/he will be a fun and outgoing self-starter with an ability to speak and engage in public settings, strong written skills, advanced computer skills, and an ability to organize and manage multiple projects. Graphic design, GIS experience or Spanish speakers preferred.
Cohort IV (2017-19)
Position Description

LifeBUILDERS
Director of Community Home Ownership

The Director of Community Home Ownership will focus on turning renters into homeowners, and creating and managing programs designed to aid current and prospective homeowners in the financial management and literacy required to effectively qualify for and payoff a mortgage. These programs will be headquartered in a new “homeownership” center that will be managed by the Director. This position will be responsible for coordinating and managing representatives from an assortment of traditional and non-traditional lenders that have established lending programs focused on those typically unable to secure mortgages. The position will also be responsible for organizing seminars on foreclosure escape and avoidance, as well as other financial literacy events. Finally, the position will serve as a liaison for connecting those seeking to purchase a home in the community with a variety of non-profit and for profit home developers and sellers.

This position will report directly to the Executive Director of LifeBUILDERS and will work with other members of the leadership team and the Board of Directors to achieve the organizations vision and support its mission.

The ideal candidate will have a Degree in Business or Urban Planning (a Masters is preferred), and will have relevant Real Estate and/or Community Development experience. The candidate will need to be a good public speaker, a good writer, and comfortable in creating their own solutions. S/he will need to be community focused team player, with a heart for serving in an under resourced community.
Cohort IV (2017-19)
Position Description

Michigan Science Center
Catalytic Opportunities Creator
Sr. Manager of Business Development

The Michigan Science Center’s (MiSci) strategic vision of creating an empowering and enriching platform for hands-on science learning for all children and communities requires growth - both programmatically and financially. To serve this vision and growing community need, MiSci must increase its capacity for program innovation, new technology, dynamic curriculum, and community access through better, more strategic earned revenue sources.

The Catalytic Opportunities Creator will lead MiSci in developing innovative infrastructure for evaluating, refining, and creating earned revenue streams that give MiSci flexibility to serve “when and where we are needed.” The position requires big picture thinking, as well as attention to detail, and a willingness to wrestle and balance the challenge of “mission” vs. “margin.”

The Catalytic Opportunities Creator reports to the Chief Operating Officer and works collaboratively with all divisions as a thought leader and innovation guide. Core duties are to be a cultural driver of MiSci’s strategic vision; create and manage criteria for program growth, investment, redesign, and elimination; drive a culture of fiscal accountability that simultaneously inspires curiosity, engagement, inclusion, and commitment; develop and enhance current processes to maximize revenue and efficiencies to expand earned revenue from 38% to 45% of overall revenue budget by 2020, proactively manage vendor contracts and negotiation, research, and vetting; stay informed about trends and emerging opportunities in science center, museum, and/or amusement sector and bring this knowledge and expertise to bear on MiSci decision making and idea generation.
Cohort IV (2017-19)
Position Description

William Davidson Foundation
Senior Program Officer (Economic Vitality)

The Senior Program Officer (Economic Vitality) will be responsible for leading the design and implementation of our Economic Vitality portfolio and related strategies in Southeast Michigan and may contribute to the further development and stewardship of similar activities in Israel. S/he will be a seasoned and strategic professional who will work with the foundation’s leadership, partners to identify areas for creative impact, evaluate proposals, and investment opportunities, monitor awarded grants, and amplify the work of our partners.

The Senior Program Officer (Economic Vitality) will work in close partnership with the Chief Program & Strategy Officer to build a portfolio of grants that is both in keeping with Mr. Davidson’s legacy as an entrepreneur, civic leader, and transformative philanthropist, and has strong and measurable positive impact on the economy of the Southeast Michigan region. We want to ensure Southeast Michigan weathers the cyclical ups and downs of the global economy and continues to attract and cultivate the talent needed to expand opportunity and prosperity for generations to come.

The ideal candidate will possess a master’s degree in business, urban planning, or other relevant fields and a minimum of ten years’ experience in economic development or entrepreneurship-related fields. S/he will demonstrate a willingness to grow within a start-up organization, as well as sufficient comfort with ambiguity and change to succeed within the evolving entrepreneurial environment.