



Community and Economic Development Specialist

The Town of Johnson is currently seeking a qualified hands-on leader for a Community and Economic Development Specialist. The Community and Economic Development Specialist is a professional position with a very high degree of independence and responsibility for researching, suggesting, initiating when authorized, implementing and administering a wide range of community and economic development activities. The Community and Economic Development Specialist is responsible for managing grants, including research, writing, and administering grants. The position will develop and oversee projects, work with municipal committees and the Town Administrator to support community and business development, foster local economic growth and improve local economic conditions within the town of Johnson, Vermont.

The position involves collaborative community focused work, including public engagement, grant management, project management and working with diverse stakeholders in collaboration with the Town Administrator and Selectboard, non-profits, municipal committee members and community residents of the Town of Johnson.

Additional Eligibility Qualifications

Prior municipal or economic development experience is preferred but we are willing to train the right individual. The applicant must have and maintain a valid Vermont Driver's License in good standing. Must be able to get to and from work on a consistent basis and meet municipal commitments for all established office hours, meetings and appointments.

The position is part-time, budgeted up to 24 hours per week. Salary is up to \$40.00 per hour based on experience. A copy of the job description is posted on the Town of Johnson website: www.townofjohnson.com.

The Town of Johnson is an equal opportunity employer and welcomes applicants from all backgrounds. The Town of Johnson offers a competitive wage and benefits package.

The position will remain open until filled.

Interested candidates can seek more information from and/or send a resume and cover letter to:

Town of Johnson
ATTN: John Sutherland
P.O. Box 393
293 Lower Main West
Johnson, VT 05656

Or by email to: tojadministrator@townofjohnson.com