



HARRISON TOWNSHIP WELCOMES APPLICATIONS FOR THE POSTION OF

Development Director



5945 North Dixie Drive
Dayton, OH 45414.
Phone: (937) 890-5611

THE COMMUNITY

Harrison Township, located in the heart of Montgomery County, Ohio, is a vibrant and dynamic community with a rich history and a promising future. Founded in 1841, our township has grown and evolved while maintaining its unique character and strong sense of community. With a population of 21,814, Harrison Township is home to the unincorporated communities of Ft. McKinley, Shiloh, and Northridge. Our township is strategically positioned along the I-75 corridor, providing easy access to downtown Dayton, regional employers and major transportation hubs like Dayton International Airport and Wright-Patterson Air Force Base.

Our Community Facilities:

Government Center: Located at 5945 North Dixie Drive, this facility houses the offices of the Township Trustees, Fiscal Officer, Administration, and Development Department. It is also the site for Board of Trustee, Board of Zoning Appeals, and Zoning Commission meetings.

Safety Building: Adjacent to the Government Center, this building houses the offices of the Harrison Township Substation of the Montgomery County Sheriff's Office.

Community Center: Used by civic and government groups for meetings and gatherings, fostering a sense of community and collaboration.

Parks and Recreation: Harrison Township offers beautiful parks and recreational facilities for residents to enjoy:

- **Shiloh Park:** Features tennis/pickleball courts, volleyball, playground equipment, and shelters available for community use.
- **Sinclair Park:** A picturesque park with a walking/running track, volleyball court, playground equipment, and open play areas.

Harrison Township also operates two fire stations and the Service Center complex.

THE ORGANIZATION

Our Mission: At Harrison Township, we are dedicated to providing exceptional public services that enhance the quality of life for our residents. Our mission is to foster a safe, welcoming, and prosperous community through efficient and effective governance. We strive to promote economic development, maintain our infrastructure, and ensure the well-being of all who live and work here.

Our Team: The Township's government is comprised of a team of dedicated professionals who are passionate about serving the community. The organization operates under the guidance of the Board of Trustees, elected officials who set the overall direction and policy for the Township. The Township Administrator supervises all operations except for finance, reporting directly to the Board of Trustees. The elected Fiscal Officer manages all financial operations, working closely with the Administrator to ensure fiscal responsibility and effective management of resources.

Our Services: Harrison Township's total annual budget for all funds is approximately \$19 million, supporting a wide range of services. These services are primarily funded by property taxes, including several voter-approved levies for streets, waste disposal, police, and fire services, supplemented by General Fund property tax revenue. Our commitment to excellence is reflected in the quality of services we provide, from public safety and infrastructure maintenance to community engagement and economic development.

Our Vision: Looking ahead, Harrison Township is committed to sustainable growth and development. We aim to attract new businesses, support existing ones, and create a thriving environment for families and individuals. Our focus on community engagement and transparent governance ensures that residents are involved in shaping the future of our township.



JOIN OUR TEAM!

Harrison Township is looking for excited individuals who are passionate about serving others and making a difference in their community. We seek to improve the lives of those living in Harrison Township and keep this community flourishing by providing citizens with the resources and services they need to support their families. Join our team and embrace our mission to make Harrison Township a place where all people are welcome and supported!



WHY WORK WITH US?

Community Impact: Play a vital role in making Harrison Township a vibrant and resilient community.

Professional Growth: Opportunities for career advancement and professional development.

Collaborative Environment: Work with a dedicated team of professionals committed to serving our community.

POSITION

Position Overview:

Harrison Township is seeking a dynamic and experienced Development Director to lead its Development Department. This key leadership position plays a pivotal role in overseeing complex projects that drive community and economic development, enhance residents' quality of life, and foster a business-friendly environment. The Development Director will manage high-impact initiatives, engage with stakeholders, and mentor a high-performing team, all while promoting the township's strategic vision of growth and sustainability.

Salary Range:

DOQ

Key responsibilities:

Project Leadership: Oversee and deliver major development projects, ensuring alignment with strategic goals, adherence to timelines, and stakeholder satisfaction.

Business Engagement: Serve as the primary liaison for local businesses, facilitating retention and expansion efforts while actively attracting new investments.

Resident Focus: Lead initiatives that enhance neighborhood stability and resident satisfaction through strategic partnerships and community-driven programs.

Team Leadership: Build and guide a high-performing Development Department, fostering a culture of accountability, collaboration, and innovation.

Strategic Planning: Develop and implement strategies for sustainable economic growth and community improvement, providing actionable insights to township leadership.

Zoning and Code Enforcement Oversight: Ensure township compliance with zoning regulations and code enforcement standards, maintaining transparency and fairness.

Qualifications:

Bachelor's degree in public administration, business administration, urban planning, or a related field (master's degree preferred).

At least five years of proven experience in project management, economic development, or community development, with a minimum of three years in a leadership role.

Exceptional project management skills, with a track record of delivering complex initiatives on time and within budget.

Demonstrated success in building business relationships and fostering economic growth.

Strong communication and interpersonal skills, with the ability to engage diverse stakeholders effectively.

Familiarity with zoning, land use, and Ohio Revised Code requirements is a plus.

Benefits:

All full-time personnel not covered by a collective bargaining agreement will be provided the following benefits:

- Paid Holidays
- Vacation Leave
- Sick Leave
- Three personal days per year
- Medical Insurance
- Life Insurance
- OPERS/OPFPF
- HSA employer contribution

Voluntary Benefits:

Dental, Supplemental Life, Critical Illness and Short Term Disability

How to Apply:

Submit your resume and cover letter to applications@harrisontownship.org or visit our website at <https://www.harrisontownship.org/247/Employment-Opportunities>

