

ECONOMIC DEVELOPMENT DIRECTOR

REPORTS TO:

Executive Director

COMPANY BACKGROUND:

The Golden Triangle Business Improvement District (BID) is a dynamic organization that is looking for talent to complement its existing team. As a key partner in enhancing the neighborhood and public space from the White House to Dupont Circle and 16th Street NW to 21st Street NW, the Golden Triangle BID works to enrich the neighborhood through its Ambassador cleaning program, public space improvements, economic development initiatives, promotions, and outdoor events.

Founded in 1997, the Golden Triangle neighborhood is made up of nearly 34 million square feet of commercial office space, 6,000 businesses, 500 shops and restaurants, 11 hotels, and 6 U.S. National Parks. The vision of the Golden Triangle BID is to maintain a vibrant downtown that encourages reinvestment in the neighborhood, and keeps visitors and stakeholders engaged and returning to enjoy everything the Golden Triangle has to offer.

SUMMARY:

The Economic Development Director is responsible for leading the BID's post-COVID economic development program and serving as a resource for macro and micro-level research that aids in the continued economic recovery, growth, and improvement of the neighborhood. Towards this goal of attracting and growing businesses, the candidate will be tasked with developing and implementing programs that help redefine D.C.'s central business district. The Economic Development Director will identify and pursue opportunities for comprehensive short- and long-term changes, including tenant attraction and retention, reimagining ground floor spaces, repurposing excess office supply, and growing a tech ecosystem through the Penn West Equity and Innovation District.

The candidate must have a passion for transforming the urban environment – be strategic, visionary, and results oriented - and possess strong skills in research and analysis, project management, writing, data management, contract negotiation, and partnership building. We are looking for someone with a proven track record in economic development who is excited about reshaping the core area of Washington DC post-COVID.

PRIMARY DUTIES AND RESPONSIBILITIES:

Develop and lead the BID's comprehensive post-COVID economic development program which includes:

Action Agenda:

- Participation in development of the Action Agenda to reimagine the District's core area. The Action Agenda will examine the built environment and the public realm; analyze the financial interventions necessary to meet current and anticipated challenges; and develop strategies for implementation. The Action Agenda is a joint effort of the Golden Triangle BID, the Downtown BID, and the Federal City Council.

- Lead and implement the Action Agenda in the Golden Triangle area, measuring progress, and collaborating across partners.
- Develop neighborhood strategies to foster the growth of a more mixed-use neighborhood, including schools, housing, universities, arts and culture, etc.

Penn West Equity and Innovation District:

- Work with the Associate Director of Economic Development to develop and execute strategies and identify and nurture alliances to grow the Penn West Equity and Innovation District (Penn West).
- Identify and connect companies with Penn West. Work with companies inside and beyond the Golden Triangle to inform, develop relationships, build partnerships, and seek feedback.
- Work closely with a wide range of stakeholders, including GW University, DC's Office of the Deputy Mayor for Planning and Economic Development (DMPED), Washington DC Economic Partnership (WDCEP), the technology community, landlords, and other District government officials.
- Oversee DMPED grant requirements related to Penn West

Business Attraction and Retention:

- Develop relationships with existing office and retail tenants to retain them in the neighborhood; work with DMPED, WDCEP, landlords, and other partners to attract new tenants.
- Develop and oversee programs to attract and retain tenants; work with landlords on retention and attraction efforts.
- Identify and meet with potential new tenants to attract them to the neighborhood.

Research:

- Research and analyze key economic, demographic, and real estate data and trends.
- Produce regular reports and visualizations on research and findings, both for use within the organization and for external audiences, and host regular briefings of landlords, brokers, and other audiences to disseminate data and analysis.
- Track development and renovation projects, real estate sales, BID additions, retail changes, occupancy, and other business activity in the BID and surrounding areas.
- Maintain and track data for ongoing BID initiatives, such as LEED for Communities.

Partnerships and Communications:

- Work with communications staff and others to develop regular Market Report e-newsletters and integrate research/data into collateral and messaging; work with Communications team to share news stories, social media posts, and website updates. Develop other communications material as needed.
- Establish and foster partnerships with D.C. government agencies, commercial real estate brokers and analysts, economic development partners, industry specific media, and other organizations as appropriate to support economic development goals for the neighborhood.

QUALIFICATIONS:

- 8+ years of work experience in one or more of: real estate, economic development, urban planning, and related disciplines.
- A strategic, mission-driven, results oriented visionary with a commitment to rebuilding the central business district.
- Excellent entrepreneurial and interpersonal skills, including the ability to build relationships and support among a broad range of people and positions.
- Experience managing staff.
- Demonstrated proficiency in developing original research and analysis.
- Strong writing skills for a variety of audiences.
- Self-motivated with a strong work ethic; able to manage multiple competing priorities at once.
- Knowledge of the District government plans, projects, and policies and a solid understanding of the District's budgeting process.
- Must be adept at using Excel and PowerPoint; proficiency in ArcGIS desirable, Salesforce-based CRM, and/or CoStar desirable.

EDUCATION:

- Bachelor's or Master's degree required in one of the following: Real Estate, Economics, Urban Planning, or a closely related field.

Please send cover letter and resume to careers@p3hired.com. Please note "Golden Triangle Economic Development Director" in subject line.

Golden Triangle Business Improvement District provides equal employment opportunities to all applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, or disability.
