

OHIO DEPARTMENT OF DEVELOPMENT
EMPLOYMENT OPPORTUNITY

Job Title: **MANAGER, COMMUNITY INVESTMENTS**

Starting Salary: \$85,000 yr.

Position Number: 20011359

Job Classification/Status: Unclassified, Exempt

Division/Office: Community Services/Community Infrastructure

Location: 77 South High Street, 26th Floor, Columbus, Ohio

Work Hours: 8:00am – 5:00pm, M-F

Supervisor: Benjamin Kepple

DATE POSTED: SEPTEMBER 14, 2023

DEADLINE FOR APPLYING: OCTOBER 2, 2023

The **Manager, Community Investments** will lead the Community Investments (Community Development Block Grants) section within the Community Services Division. It is responsible for assuring compliance with federal and state rules and regulations of programs receiving CDBG funding from Development. The position supervises and coordinates the workload for a staff of Community Development Analysts and Administrator, directs and coordinates grant management of several hundred grants each fiscal year, oversees regulatory and financial compliance and reporting, monitors changes in federal legislation and regulations, and develops new programs, program policies and procedures. The position also participates in the development of the State of Ohio Consolidated Plan and coordinates funding and communication with other Development programs.

Minimum Classification Qualifications:

1. Extensive federal community development experience required; experience with HUD programs preferred.
2. CDBG program knowledge required.
3. 2+ years previous supervisory experience preferred.
4. Bachelor's degree or equivalent required; degree in Public Administration or City and Regional Planning preferred.
5. Excellent oral & written communications skills.

The final candidate selected for this position will be required to undergo a criminal background check and drug screen. Criminal convictions do not necessarily preclude an applicant from consideration for a position. An individual assessment of an applicant's prior criminal convictions will be made before excluding an applicant from consideration.

TO APPLY, VISIT <http://careers.ohio.gov> or www.ohiomeansjobs.com

OR

SUBMIT RESUME/APPLICATION TO:

Ohio Department of Development, Human Resources Office
77 South High Street, 27th Floor, Columbus, Ohio 43215-6130
hr@development.ohio.gov

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