



Employment Opportunity

Director of Housing and Economic Development Town of Bedford

The Town of Bedford seeks candidates for a Director of Housing and Economic Development. The position reports to the Town Manager. Responsibilities include planning and overseeing activities related to housing and economic development; identifying factors and strategies necessary to attract and retain new business; promoting a vibrant community for businesses, residents, and visitors; coordinating marketing activities for and between local area business, government, real estate, and development representatives; liaising on behalf of the Town with prospective client companies; and performing all other related work as required. The position also oversees the Town's affordable housing programs, interfacing with the Regional Housing Services Office and provides staff support to the Bedford Housing Partnership and Municipal Affordable Housing Trust. Bedford is home to a growing high-tech and robotics hub and hosts 30 life science companies, as well as a strong foundation of small businesses. The daytime population of Bedford is more than double its census population, reflecting the strong business and employer base.

The successful candidate will possess a Bachelor's degree in planning, public administration, business or a related field and at least two years' experience in economic development, planning, or housing, or a Master's degree in planning, public administration, or any equivalent combination of education and experience.

Starting salary range is \$75,000 to \$96,000 per year, depending on experience. The Town of Bedford offers a comprehensive benefits package. Partial remote work is negotiable after the candidate completes the probationary period.

Application for employment may be downloaded at: <https://www.bedfordma.gov/human-resources/pages/employment-opportunities>

Please send resume, application, and letter of interest to:

By mail: Colleen Doyle
Assistant Town Manager for Human Resources and Administration
Town of Bedford
10 Mudge Way
Bedford, MA 01730

Via: email: humanresources@bedfordma.gov

or fax to: (781) 275-6310

Preference will be given to applications received on a rolling basis. Position will remain open until filled.

The Town of Bedford is an Affirmative Action / Equal Employment Opportunity Employer.