



JOB ANNOUNCEMENT

Community Development Coordinator

RATE OF PAY: \$59,386.18 (Annual)

Salary Grade: 120

Online Applications Accepted From: March 30, 2022 Until April 15, 2022

GENERAL STATEMENT OF DUTIES

Performs difficult professional work coordinating community development grants and their implementation for the City of Johnson City under the office and authority of the Director of Development Services; does related work as required.

Distinguishing Features of the Classification

Under direction of the Director of Development Services, the purpose of this position is to administer the Community Development Block Grant (CDBG), HOME Investment Partnership Grant, and the Emergency Solutions Grant (ESG), all of which the City receives from the U.S. Department of Housing and Urban Development (HUD) directly or through Tennessee Housing & Development Agency (THDA). Oversees the preparation of plans and reports, contract administration, subrecipient monitoring, and financial management in HUD's IDIS software. Promotes fair housing, encourages citizen participation and serves as liaison between the city and the U.S. Dept. of Housing & Urban Development.

Acceptable Experience and Training

Graduation from a college or university of recognized standing with a degree in business, urban geography, political science, planning, civil engineering, or a closely related field and considerable experience with project development, implementation, and management is desirable; or any equivalent combination of experience or training which provides the required knowledge, skills, and abilities.

To Apply For This Job

Only online applications accepted.

Apply at: www.johnsoncitytn.org

Internal applicants apply at: <http://johnsoncitytn.applicantpro.com/internaljobs/>

Phone: (423) 434-6018 FAX: (423) 461-1652

Affirmative Action/Equal Opportunity Employer

The City of Johnson City is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, National Origin, Religion, Sexual Orientation, Age, Veteran Status or Physical/Mental Disability in its services, programs and activities pursuant to the requirements of Title VI of the Civil Rights Act of 1964 and Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990 (Except where physical requirements constitute a bona fide occupational qualification.)

Only Applicants Selected For An Interview Will Receive A Written Response.