



An invitation to apply for the position of **Chief Executive Officer**



The University District (UD) consists of two organizations: the University District Development Association (UDDA) and the University District Public Development Authority (UDPDA). They share a common mission, core values, and strategic goals that are achieved through complementary and interconnected purposes and roles.

Mission

The University District is a place where business and education grow together to create a collaborative, healthy, and prosperous region. The University District uses its unique connectivity to create shared community wellness and vibrancy by developing the infrastructure and programming that enable a globally recognized hub of education, innovation, research, and health care.

Please visit www.spokaneudistrict.org for additional information.

Position Overview and Expectations

The CEO position reports to the board of directors of the UDDA, a 501(c)3 non-profit corporation, and holds a seat on the UDPDA, a municipal corporation. Most critically, the CEO needs to use all available resources to identify, prioritize, and address mission-aligned opportunities.

The ideal candidate for this position would have at least five (5) years of executive leadership experience and demonstrate as many of the following capabilities in their application documents:

Key Roles and Responsibilities

- Lead in areas to include private development, real estate, and economic development, urban planning, public finance, development finance, real estate finance, construction management, and/or local and state government.
- Provide strategic leadership and carry out the mission and integrated goals of the UD
- Lead a diverse group of stakeholders towards a unified vision of the future
- Drive vision, purpose, and results by implementing strategic planning and tactics
- Bring projects and deals to completion in alignment with strategy

120 North Pine Street, Suite 292, Spokane, WA 99202 | spokaneudistrict.org | 509-255-8038

- Maximize the effectiveness of the District by encouraging and facilitating collaborative efforts among stakeholders. Lead through influence, example, and collaboration.
- Create and maintain positive relationships with stakeholders
- Develop and lead diverse initiatives or coalitions that include buy-in from leaders of organizations to community members.
- Excellent written and verbal communicator with the ability to speak effectively to the media, high-level business and political leaders, and the general public through flexibility, diplomacy, patience, and creativity.
- Oversee and manage the financial stability of the organizations to include fundraising, asset management, grant applications, and financing
- Maintain and support a strong board of directors
- Serve as ex-officio of each committee
- Seek and build board involvement with strategic direction for local operations
- Manage daily operations and staff

Performance metrics include

- Increase the tax base
- Foster new family-sustaining employment
- Spur economic development and real estate growth
- Provide needed ancillary services (infrastructure, integrated parking and mobility, housing, office and lab space, retail and dining, green space, etc.) within the District.

Education Requirements

Minimum Bachelor's degree from an accredited college or university with a focus in Business, Finance, Management, Planning, etc. Master's degree level education is desirable.

University District Work Environment

The UD office is a convenient hub and headquarters for stakeholders, community members, and visitors alike situated just east of downtown at the north landing of the iconic University District Gateway Bridge. The position involves local travel and frequent attendance at meetings and community events, some of which are before or after normal work hours and on the weekend. The position may require some out-of-town trips to strategic conferences or events.