



City of Fort Lauderdale
Chief Economic Development Officer

SALARY	\$105,207.85 - \$163,037.26 Annually	LOCATION	Fort Lauderdale FL 33311, FL
JOB TYPE	Full Time	JOB NUMBER	NB104-17
DEPARTMENT	Community Services Department	DIVISION	CSD08 Economic Development
OPENING DATE	10/15/2025	CLOSING DATE	11/5/2025 11:59 PM Eastern

POSITION SUMMARY



The Community Services Department seeks a Chief Economic Development Officer (Economic Development Manager).

The Economic Development Manager is responsible for planning, directing, and coordinating the City's economic development initiatives to promote business attraction, retention, expansion, and redevelopment. This position manages staff, develops strategies, and implements programs that support a diverse and sustainable local economy while aligning with the City's strategic goals. The Economic Development Manager works collaboratively with leadership, departments, businesses, developers, and community partners to position Fort Lauderdale as a leading destination for investment and innovation.

This is a Non-classified "at-will" position and not subject to Civil Service Rules or any collective bargaining agreement.

ESSENTIAL JOB FUNCTIONS

Essential functions are the basic job duties that an employee must be able to perform, with or without reasonable accommodation. The following are intended to be representative of the tasks performed within this classification. The omission of a function does not preclude management from assigning duties not listed herein if such duties relate to the position.

- Provides strategic direction for the City's economic development programs, ensuring alignment with organizational priorities and community needs.
- Develops, manages, and evaluates economic development programs, with a focus on retaining and expanding existing industries and businesses while attracting new ones, and facilitating partnerships between public and private entities.
- Serves as the City's representative as an economic development partner with the private sector to provide assistance in exploring/securing relocation to the City and in areas such as permits and regulations, workforce training, financing, and marketing. Such work is performed either directly or by providing coordination with specialists in the City and other economic development service organizations
- Functions as a liaison with the Greater Fort Lauderdale Chamber of Commerce, Greater Fort Lauderdale Alliance, the Broward Workshop and other professional economic organizations

- Develops alliances with key business sectors- Arts, Hospitality, International Business, Tourism, Culture, Entertainment and Tourism.
- Conducts and oversees research and analysis of demographic, labor market, and economic trends to evaluate development opportunities and project feasibility.
- Advises leadership on economic development strategies, market conditions, and emerging opportunities. Including the preparation of reports, presentations, policy recommendations, and program evaluations for City leadership, elected officials, and external stakeholders.
- Prepares, negotiates, and administers incentive agreements, contracts, grants, and development related proposals; ensures compliance with applicable laws and regulations.
- Provides technical assistance and concierge-level service to businesses, entrepreneurs, and developers, including support with grant applications and incentive programs, guidance through permitting and licensing processes, and targeted workshops tailored to the needs of Fort Lauderdale's economic sectors.
- Coordinates with internal departments, governmental agencies, chambers of commerce, neighborhood associations, and regional organizations to streamline processes and advance initiatives.
- Promotes the City and its key industry sectors, including marine, technology, tourism, entertainment, film, hospitality, sports, and international business through marketing strategies, presentations, public engagement, and partnerships with businesses and community groups.
- Engages with residents and community groups to ensure growth and alignment of economic development efforts with community priorities.
- Develops, monitors, and manages program budgets; oversees allocation of resources and ensures fiscal accountability.
- Develops and implements policies, procedures, and operating guidelines to improve efficiency, ensure compliance, and support consistent service delivery.
- Establishes and monitors performance measures to evaluate effectiveness of programs, ensuring accountability and progress toward City goals.
- Supervises, trains, and evaluates assigned professional, technical, and administrative staff.
- Performs other related duties as assigned.

JOB REQUIREMENTS, PREFERENCES & WORK ENVIRONMENT

MINIMUM JOB REQUIREMENTS:

- Bachelor's Degree in Business Administration, Public Administration, Real Estate, Economics, Economic Development, Finance, Urban Planning, or a closely related field
- Five (5) years of progressively responsible professional experience relevant to the major duties/essential functions of the position (Economic Development, Real Estate Development, and/or Community Redevelopment)
- Two (2) years of experience in a supervisory/managerial capacity
- Five (5) years of experience in strengthening local economies and diversifying a municipal or regional tax base
- If claiming Veteran's Preference, candidates must attach a DD214 Member 4 form, and the City of Fort Lauderdale's preference claim form ([I-204](#)), to the online application.

PREFERRED QUALIFICATIONS:

- Master's degree in Business Administration, Public Administration, Real Estate, Economics, Economic Development, Finance, Urban Planning, or a related field
- Seven (7) years of progressively responsible professional experience relevant to the major duties/essential functions of the position (Economic Development, Real Estate Development, and/or Community Redevelopment Agency)
- Three (3) years of experience in a supervisory/managerial capacity
- Desired credentials:
 - International Economic Development Council (IEDC) Certified Economic Developer (CEcD)
 - National Development Council (NDC) Economic Development Finance Professional
 - Florida Redevelopment Association (FRA) Redevelopment Administrator
 - Any credential or certification relevant to the required job duties

As public servants, employees may be required to work immediately before, during, and/or after an emergency. All employees must be available and able to work assigned shifts as determined by their Department Heads.

PHYSICAL STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:

Work is generally performed in an office environment involving light physical demands, such as exerting up to 20 lbs. of force occasionally, and/or up to 10 lbs. of force frequently, and/or a negligible amount of force constantly to move objects. Tasks require the ability to sit, stand, walk, and operate standard office equipment. Visits to project sites and attendance at evening or weekend meetings and events may be required.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job, with or without reasonable accommodation. Reasonable accommodations

may be made to enable individuals with disabilities to perform the essential functions.

HOW TO APPLY & SUPPLEMENTAL INFORMATION

Applicants who qualify will be subject to an extensive selection process and screening program, which may include, but not be limited to evaluation of training and experience; written test; interview; employment record, background check; medical examination; and drug screen. The expected duration of the selection process varies by position.

The City of Fort Lauderdale is an Equal Opportunity, Affirmative Action, inclusive employer and a Drug Free Workplace. The City of Fort Lauderdale does not discriminate based on age, citizenship status, color, disability, marital status, national origin, race, religion, sex, or sexual orientation.

Veterans' preference per Florida law. If claiming Veteran's Preference, candidates must attach a DD214 Member 4 form, and the City of Fort Lauderdale's veteran's preference claim form ([J-204](#)), to the online application.



Employer

City of Fort Lauderdale

Address

Tower Building - 101 NE 3rd Ave
Department of Human Resources - 16th Floor
Fort Lauderdale, Florida, 33301

Phone

19548285300

Website

<http://www.fortlauderdale.gov>

Chief Economic Development Officer Supplemental Questionnaire

*QUESTION 1

Select your highest completed degree in Business Administration, Public Administration, Real Estate, Economics/Economic Development, Finance, Urban Planning or closely related field?

- ☐ Bachelor's Degree
- ☐ Master's Degree or Higher
- ☐ A degree in an unrelated field
- ☐ None of the above

*QUESTION 2

How many years of progressively responsible professional experience in Economic Development, Real Estate Development, and/or Community Redevelopment do you possess?

- ☐ No experience
- ☐ Less than 5 years
- ☐ 5 - 6 years
- ☐ 7 - 9 years
- ☐ 10 or more years

*QUESTION 3

How many years of experience do you have in strengthening local economies and diversifying a municipal or regional tax base?

- ☐ No experience
- ☐ Less than 3 years
- ☐ 3 - 4 years
- ☐ 5 - 7 years

- ☐ 8 - 9 years
- ☐ 10 or more years

***QUESTION 4**

How many years of experience do you possess in a supervisory/managerial capacity?

- ☐ No experience
- ☐ Less than 2 years
- ☐ 2 - 4 years
- ☐ 5 - 7 years
- ☐ 8 - 9 years
- ☐ 10 or more years

***QUESTION 5**

Describe your experience leading professional, technical, and administrative staff, including training, mentoring and performance evaluations. Please note the team size/composition, span of control and your management style/approach.

***QUESTION 6**

Describe 1–2 initiatives you planned and led for business attraction, retention/expansion, or redevelopment. Include your role, key strategies/tools, partners, timeline/budget, and measurable outcomes (e.g., firms, jobs, private investment, cycle-time reductions).

***QUESTION 7**

Describe how you partnered with executive leadership, internal departments, businesses, developers, and community groups to position an area as a destination for investment and innovation. Include your role, strategies, partners, timeline, and results.

***QUESTION 8**

Describe your experience structuring and delivering P3s for large-scale projects. Include your role, project types/scale, deal structure (e.g., DDA, ground lease, MOU), financing tools (e.g., CRA/TIF, tax credits, grants), procurement/selection, required approvals, and outcomes.

***QUESTION 9**

Please describe your experience preparing, negotiating, and administering agreements, contracts, grants, and development proposals ensuring legal and regulatory compliance.

***QUESTION 10**

Describe your experience identifying, securing, administering, and coordinating federal, state, and private funding (e.g., CDBG, SBA, Florida DEO). Include your role, key tasks (prospecting, application, budgeting, compliance/reporting), award amounts/timelines, partners, and measurable outcomes.

***QUESTION 11**

Please indicate if you have any of the credentials listed below: (select all that apply)

- ☐ International Economic Development Council (IEDC) Certified Economic Developer (CEcD)
- ☐ National Development Council (NDC) Economic Development Finance Professional
- ☐ Florida Redevelopment Association (FRA) Redevelopment Administrator
- ☐ Other related credential or certification relevant to the required job duties

***QUESTION 12**

What interests you about this role, and how would your skills and experience create impact in the first 6–12 months?
What sets you apart from other qualified candidates?

* Required Question