**Alliance for Pioneer Square**

**Economic Development Director**

**Employed By:**        Alliance for Pioneer Square

**Reports To:**            Executive Director

**Number of Hours:** Full-time, Salaried

The Alliance for Pioneer Square is seeking an experienced economic development professional with the skills, experience, and savvy to support existing and potential businesses within Pioneer Square.

Pioneer Square is uniquely located between the central business district, the Chinatown International District, Central Waterfront, and the stadiums. It is home to close to 600 businesses. This position will be tasked with ensuring a welcoming neighborhood to upper-floor office tenants as well as stewarding a thriving ground-floor retail environment.

Hybrid (at-home and in-office) flexibility is available, however most of this work will require in-person meetings and office hours.

**DUTIES AND RESPONSIBILITIES**

* Champion short and long-term economic development strategies specific to Pioneer Square focusing on the current make-up of creative industry, start-ups and tech firms already located here.
* Lead strategies on business recruitment and retention vision using overall concepts of neighborhood success
* Create business-friendly narratives for Pioneer Square for publication and advocacy
* Build relationships and partnerships with innovation agencies and companies to attract and retain office tenants
* Explore creative leasing options and offerings for smaller entrepreneurial spaces and work with property owners and managers to implement
* Become familiar with property owners, managers, and brokers in the neighborhood as well as stay current on development pipelines and inventory of vacant spaces
* Stay informed on current local, state, and national real estate trends

**QUALIFICATIONS AND SKILLS**

* Connector. Passionate about bringing people together.
* Strong communicator, both verbally and written, who can build positive working relationships with external partners, business owners, property owners, City leaders, and Alliance staff
* Solid background in innovative economic development approaches, with work in tech or start-up support a plus
* Demonstrated experience in working with media on business-supportive messaging
* Comprehensive knowledge of neighborhood economic development principles and practices and how they relate to a thriving and vibrant neighborhood for all
* Creativity and problem-solving attitude with sensitivity to multiple partners and points of view
* Goal-oriented thinker and doer who can set clear priorities among multiple tasks and stay focused on benchmarks and deadlines
* Collaborative mindset to overcome barriers to success

**COMPENSATION**

* Pay: $80,000 to $90,000
* Benefits:
	+ 100% Employer Paid Health Insurance
	+ Transit Benefit
	+ Retirement Plan
	+ Vacation and Holiday Time
	+ Paid Sick and Safe Time

The Alliance for Pioneer Square is a 501c (3) non-profit organization devoted to the betterment of Pioneer Square through advocacy, programming, marketing, and community action. The Alliance is committed to creating a diverse environment and is proud to be an equal opportunity employer. The Alliance never discriminates on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, veteran status, marital or family status, or based on an individuals’ status in any group or class protected by applicable federal, state, or local law.

To apply please submit your resume and cover letter to: jobs@pioneersquare.org.  No phone calls please. Applications will be accepted until the position is filled.