



Main Street Murfreesboro/Rutherford Co, Inc. Executive Director Job Posting

The Main Street program executive director coordinates activities within the defined central business district that utilize historic preservation as an integral foundation for downtown economic development. He/she is responsible for the development, conduct, execution, documentation, and funding of the Main Street program. The executive director is the principal on-site staff person responsible for coordinating all program activities and volunteers, as well as representing the community regionally, as appropriate. In addition, the program director should help guide the organization as its objectives evolve.

Job Knowledge and Skills Required

- Bachelor's degree
- At least three years experience with downtown economic development, business development, revitalization programs, commercial real estate or non-profit organization
- Main Street program experience is a plus, including fundraising and grant writing
- Excellent communication skills
- Ability to work independently

Documentation Required From Applicant

1. Cover Letter
2. Resume'
3. Three (3) References

All documentation should be emailed to info@downtownmurfreesboro.com no later than 5 p.m., Friday, May 24, 2019.

Note: Candidates selected for an interview will be contacted to schedule it the week of June 3rd.
