



**Executive Director
Greater Collinwood Development Corporation
Job Description**

BACKGROUND

The Greater Collinwood Development Corporation (GCDC) is seeking a visionary and results-driven leader to transform the organization into a high-performing and well-connected entity that actively serves and strengthens the greater Collinwood community.

The mission of Greater Collinwood Development is to advance equitable and inclusive economic development, foster community engagement and neighborhood stabilization and revitalization strategies within the communities we serve.

GCDC serves North Shore Collinwood, Nottingham Village, Collinwood Village/Five Points, and neighboring areas. Founded in 1982, GCDC's name and service area have evolved over the years, yet its dedication to fulfill its vision of an inclusive and vibrant environment for all remained unwavering.

The organization benefits from a strong Board of Directors dedicated to supporting the Executive Director in revitalizing GCDC by fostering relationships with all stakeholders and strengthening team resources.

The ideal candidate will value the neighborhood's history and assets, demonstrate successful experience in equitable community engagement, and excel in building relationships and delivering results that meet the needs of all stakeholders. GCDC is committed to the energy and innovation of a start-up mindset, driving transformative change as we move through our revitalization phase.

The Executive Director will have the opportunity to lead development in one of Cleveland's most treasured and asset rich neighborhoods and oversee the next strategic and master plans for the greater Collinwood area.

They will be an ambassador of GCDC and interface with multiple departments in the City of Cleveland, Council persons, neighborhood groups and community partners, businesses and institutions.



Areas of Primary Responsibility:

- Leadership of a not-for-profit in a “start-up” environment.
- Collaborate with the board of trustees to develop a strategic plan for the future of the organization
- Attract, cultivate, organize, and manage talented staff to carry out strategic initiatives and programs
- Actively build strategic relationships with neighborhood residents, businesses, stakeholders, funders, and other partners
- Develop and manage an organizational budget and provide timely and accurate financial reports to the board of trustees
- Champion GCDC’s story to a broad audience through an inspiring, unified message that generates positive brand identification and attracts investment
- Create a funding plan to target needed resources and secure diverse and sustainable revenue streams

Ideal Qualities in a Successful ED:

- A transformational leader with vision who is solution-focused and outcome-driven
- An emotionally intelligent leader who demonstrates self-awareness, awareness of others, authenticity, emotional reasoning, and self-management, and who inspires performance
- Someone motivated by working in communities with diverse residents and stakeholders as well as diverse opinions and challenges.
- A leader who can engage with, develop, and appropriately inform a board of directors and its committees, demonstrating an understanding of the appropriate balance between governance and management
- A present and engaged leader who takes responsibility and holds themselves and others to high levels of commitment and accountability



- A leader with the capacity to leverage data and solicit feedback while overseeing multiple complicated projects with diverse finance arrangements
- A highly organized change agent who can build a coalition and effectively balance the technical and people side of organizational change
- A highly motivated leader who is committed to growth, eager to dig in, and be a working member of a team and diverse community

Skills/Qualifications:

- Proven experience in leading and managing diverse teams and human resource issues.
- No less than 3-5 years' experience in community or economic development, organizational leadership, fundraising, budgeting, strategic planning.
- Experience working with government practitioners and office holders and knowledge of community development best practices.
- Excellent verbal and written communication skills, including the ability to respond effectively to sensitive organizational and community issues.
- Able to work effectively with diverse communities, neighborhoods, and populations
- Ability to learn new computer applications and office equipment
- A deep commitment to equity, diversity, and inclusion
- Community organizing background and experience working with under-resourced communities

Salary

The salary range for this position is \$75,000 - \$83,000 based on experience.

Application Process

Applications must be received by 5:00pm on Friday, May 29th, 2026.

Please forward your resume along with a cover letter to:

apply@greatercollinwood.com for consideration. No phone calls, please.

