

# Village of Glendale Heights

*A Proud & Progressive Village for all People*



*Now accepting applications for the  
position of*

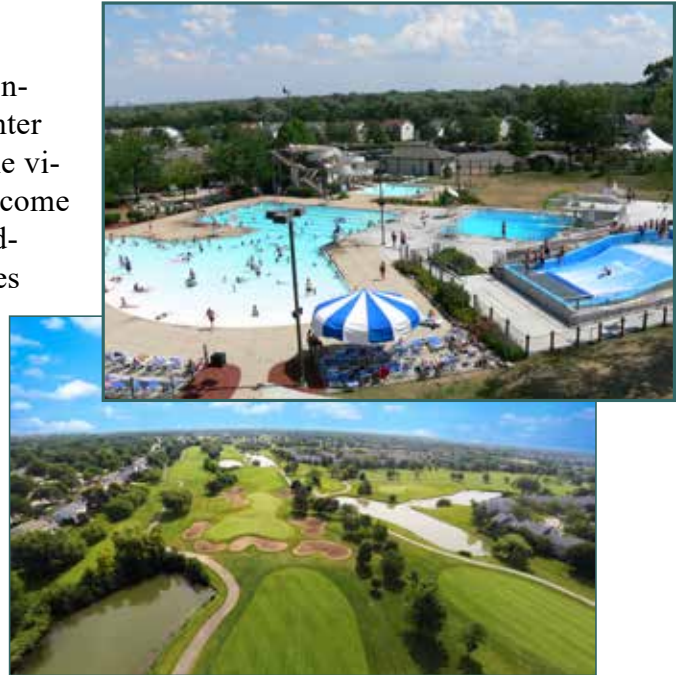
**DIRECTOR OF  
COMMUNITY DEVELOPMENT**

# The Village of Glendale Heights

The Village of Glendale Heights is a modern residential, suburban community, 15 miles west of the Chicago city limits. Over the years, the Village has welcomed a significant growth, both in population, and within our business community. Its landscape is dotted with ranch homes, split levels, apartments, condominiums, shopping centers, churches, industrial business parks, beautiful community and neighborhood parks, modern service facilities, and three excellent elementary school systems.

The positive influence of many improvements to the Village, including Camera Park, renovations to the Civic Center, the Center for Senior Citizens, and the Sports Hub, unmistakably echo the vibrant character and the vitality of our community. We have become an attractive, growing community, that boasts within its boundaries AdventHealth GlenOaks and the beautiful Glendale Lakes Golf Club, owned and managed by the Village of Glendale Heights.

The current population is 34,208 as of the 2010 census. The Village of Glendale Heights is dedicated to maintaining its progressive atmosphere, while offering its residents superior community amenities and services that respect the concerns of residents, while striving to provide a safe, viable community in which to live.



## Village Government



The Village of Glendale Heights was incorporated in July of 1959. The first election was held on August 2, 1959. Though incorporated as Glendale, the name was changed to Glendale Heights in March 1960 because of a conflict with another Glendale in southern Illinois. The name chosen is appropriate for “Glendale” as it reflects a close geographic identity with two neighbors, Glen Ellyn to the south and Bloomingdale to the north. “Heights” describes the unique topography of the Village as it rests on two distinct elevations with a 100-foot variation.

The Village is a home rule municipality under the Constitution of the State of Illinois and is governed by a Village President and 6 Village District Trustees. The elected officials serve alternating four-year terms.

The Village of Glendale Heights has over 300 employees making up several departments which include, Administration; Police; Parks, Recreation & Facilities; Public Services; Finance; Administrative Services; Community Development; and Glendale Lakes Golf Club.

## Village of Glendale Heights Mission Statement

The Village of Glendale Heights strives to improve the quality of life to all its residents and commits to serve, protect and provide a high standard of services and programs through the cooperative efforts of its residents, businesses, employees and elected officials.

# Director of Community Development

The Village of Glendale Heights seeks an energetic, experienced professional to replace our retiring Director of Community Development.

The Village has a total budget of \$77 million. The Director of Community Development will provide organizational direction and leadership to 13 staff members. Duties of the position include complex supervisory, administrative and professional work in planning, organizing, directing, and supervising all activities and operations of the Community Development Department, including long-range and current planning, permitting, and building inspection.

The successful candidate will have a Bachelor's degree in Urban and Regional Planning, Public Administration, Geography, or other related field (Master's degree is preferred); with at least 7 years of progressively responsible community development experience that includes a minimum of five years of significant supervisory experience. Must have solid knowledge of the laws, ordinances, and statues that apply strong leadership, project management skills, and proficiency with computer office applications. A history of innovative thinking, contract administration, prior position advancements and a commitment to continued education are highly desirable.

## Compensation & Benefits

The salary range is \$115,128 - \$149,531, commensurate with qualifications and experience. The Village of Glendale Heights offers a generous health and dental benefits package to full-time employees.

## How to Apply

This position reports to the Village Administrator and is a member of the Village Executive Staff. The Director of Community Development is appointed by the Village President and confirmed by Village Board of Trustees (reappointments every 4 years).

Selection process includes panel interview with the top qualified candidates based on application ranking of qualifications. Final candidate must successfully complete a criminal background check, and pre-employment drug screen.

Interested candidates should submit a cover letter, salary history, resume, three professional work-related references and a Village of Glendale Heights employment application to:

Village of Glendale Heights  
Attention: Human Resources Division  
300 Civic Center Plaza  
Glendale Heights, Illinois 60139

All job offers are conditional upon the satisfactory outcome of pre-employment drug testing and submission of fingerprints for a complete background investigation. Employees are required to have their permanent residency within a 15-mile radius of the Village, unless an exception is approved by the Village Administrator.

Posted: July 6, 2022. We will be accepting applications until position is filled. An Equal Opportunity Employer.

The Village of Glendale Heights' is committed to a nepotism and cronyism policy of employment, advancement and/or contracting practices based upon qualifications and merit, and to ensure that no conflict of interest, favoritism, preferential treatment, or discrimination enters into the employment and contracting process without discrimination in favor of or in opposition to the employment of immediate family members and a personal, political, financial, or commercial relationships.

If you are an immediate family member (an employee's spouse; an employee's natural, step, adopted or foster parent; an employee's mother-in-law, father-in-law, daughter-in-law or son-in-law; an employee's grandparent; an employee's child or grandchild; an employee's sister or brother; employee's aunt, uncle, niece, nephew; spouse's grandparent, brothers-in-law, sisters-in-law; or any other dependent residing in the same household of the employee) or a personal, political, financial, or commercial relationship to a current or past Village employee, please indicate so in the "How did you hear about position?" section of your employment application.