



Urban Renewal/Main Street Administrator
\$50,433 – \$75,650 Annualized Salary

The City of Green River, Wyoming, seeks a community-oriented individual with strong organizational, administrative, and communication skills. Reporting to the Urban Renewal/Main Street Agency Board, the position will oversee programs, processes, and procedures related to public improvement in the areas of Urban Renewal and Main Street; and will coordinate assigned activities with other City departments, divisions, outside agencies, volunteer boards, and committees. Must have knowledge of principles and practices related to Main Street programs such as the National Main Street Program's four-point approach to downtown revitalization. Position requires ability to interact effectively with business owners, City staff, elected officials, and the public. **Qualifications:** Bachelor's degree with specialized training and coursework in business administration, economics, urban planning, economic development, historic preservation, or related field; plus seven years of increasingly responsible administrative support experience including three years of Main Street or Urban Renewal experience. **To Apply:** Submit a completed City application and any supplemental information to the Director of Human Resources, City of Green River, 50 E 2nd N, Green River, WY 82935. Go to www.cityofgreenriver.org for application and detailed position description. Position remains open until filled. **First review of applications will be March 9, 2012.**