

# **BOROUGH OF MOUNT JOY**

## **COMMUNITY & ECONOMIC DEVELOPMENT COORDINATOR**

The Borough of Mount Joy is accepting applications for the position of Community & Economic Development Coordinator. The Borough is looking for an individual that may have experience in marketing, business and/or municipal government who is a self-starter and interested in joining the Borough's staff.

This position will coordinate the management and organization of strategic planning, grant application and projects throughout the Borough. The coordinator will oversee the economic development of the Borough Community and work closely with various service organizations within the Borough. The coordinator will also be responsible for the facilitation of federal, state, and local grants, business expansion, as well as business retention. The coordinator will be required to exercise considerable professional judgement and initiative within the framework of established regulations, policies, and strategic planning.

This position is a management position and is exempt under FLSA and is a full-time, permanent position. Benefits include health insurance, paid vacations and holidays, pension plan, 457 plan and much more.

**The position will remain open until it is filled by a qualified applicant. Applications can be obtained at the Borough Office, 21 E. Main St., Mount Joy, PA 17552, by calling 717.653.2300, or on the Borough website, [www.mountjoyborough.com](http://www.mountjoyborough.com).**



**Completed applications, Letters of Interest, and Resume can be mailed to the Borough Manager at the above address or emailed to the Borough at [Borough@mountjoy.org](mailto:Borough@mountjoy.org). The Borough of Mount Joy is an equal opportunity employer.**