



## Job Posting – Executive Director

### East Providence, Rhode Island Waterfront Commission

**Description:** The 300-acre East Providence Waterfront Special Development District is charged with redevelopment of underutilized waterfront property along the Providence and Seekonk Rivers in East Providence, RI. The Waterfront District holds the single greatest opportunity for attracting new businesses and jobs, and creating new housing, recreational, civic and cultural opportunities because of the large scale of potential redevelopment as well as the scenic and recreational resources of these waterfront properties. The East Providence Waterfront Special Development District Plan includes a vision to transform underutilized land to a mix of land uses: commercial; office; medium and high density residential; entertainment and hospitality; restaurants; marinas; civic, and recreational uses, particularly those oriented towards the water.

Since 2004 the East Providence Waterfront Special Development District has enabled the creation of new manufacturing, commercial space and residential units while also reclaiming recreational access to the city's former industrial waterfront. Currently, development within the City and the Waterfront District is robust with over 1,200 new residential units permitted or under construction along with over 700,000 sf of commercial & industrial space under development. In addition, RIDOT has several major infrastructure improvements projects underway which will significantly improve access to District area via Waterfront Drive.

The Waterfront Commission is charged with facilitating redevelopment along the East Providence waterfront with minimal red tape. The Waterfront Commission is a City-State partnership created by State Enabling Legislation in 2003 and City Ordinance in 2004. The Commission is comprised of up to 11 voting members, who are leading professionals with experience in the fields of architecture, land use planning, urban design, law and business. For more information see <https://www.eastprovidencewaterfront.com/>.

**Waterfront Commission Executive Director.** Under the general supervision of the Waterfront Commission, performs professional and responsible planning in connection with Waterfront Planning projects, including: development applications and site plan review; conducting research and analysis; interface with developers, planning consultants, City staff, State agencies and general public regarding planning and redevelopment activities; provide information and prepare maps and analyses; attend Waterfront Commission, Design Review Committee and Hearing Panel meetings as well as prepare minutes of said meetings; maintain webpage and social media outreach; maintain Commission accounts on QuickBooks; prepare and administer grant applications and draft Requests for Proposals and review responses. This is a part-time, paid position with no benefits, 20 hours per week. Compensation will be \$35 -\$40 per hour based upon qualifications and available budgetary resources. Office is located within the Department of Planning and Economic Development in City Hall. City Hall is well served by RIPTA and access to the East Bay bike path.

**Requirements:** Bachelor's degree in planning or a related field and a minimum of five years of professional land use planning experience or a Master's degree in planning and other relevant professional planning and economic development experience is required. Excellent written and verbal communication skills are required as well as demonstrated quantitative and analytical skills. Experience in facilitating redevelopment of economically challenged communities is highly desirable. Proficiency with WordPress and QuickBooks required. The candidate should possess strong organizational and interpersonal skills.

Interested applicants should submit a cover letter with salary history, references, and resume to: William J. Fazioli, Chair  
East Providence Waterfront Commission  
City Hall, 145 Taunton Avenue  
East Providence, RI 02914  
[wfazioli@eastprovidenceri.gov](mailto:wfazioli@eastprovidenceri.gov)  
[www.eastprovidencewaterfront.com](http://www.eastprovidencewaterfront.com)

**Applications are due no later than 4pm, March 1, 2022 and may be submitted either electronically or by mail.**

The East Providence Waterfront Commission is an equal opportunity/affirmative action employer and does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. We celebrate the diversity of our citizenry, and are proud to encourage inclusiveness in our workforce. We do not discriminate on the basis of race, color, national origin, sex, orientation, religion, age or disability in employment or the provision of services.

**ADA/AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

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