



PRESIDENT AND CEO

DOWNTOWN DAYTON PARTNERSHIP · DAYTON, OHIO

ABOUT THE ORGANIZATION

The Downtown Dayton Partnership (DDP) is a 501(c)(3) nonprofit charged with the revitalization, development, promotion, and management of downtown Dayton. Founded in 1993, the DDP is funded primarily by the Downtown Dayton Special Improvement District (SID), a 70-block assessment district whose property owners contract with the DDP to deliver services across five areas: strategic planning and advocacy, economic development, marketing and communications, street vibrancy and creative placemaking, and clean and safe services. The DDP is also supported by downtown businesses that join as members, and its work is guided by the Greater Downtown Dayton Plan and the SID's five-year services plan for 2026–2030.

THE OPPORTUNITY

The DDP is seeking a President and CEO with extensive leadership experience in the Dayton region to lead all programs and policies of the organization and serve as a central figure in the life of downtown Dayton. The role requires strong financial and business management skills and relationship building acumen. The DDP is looking for a leader who can set strategy and carry it through to results. The President is the public face of the DDP and an honest broker among property owners, businesses, residents, developers and government.

WHAT WE ARE LOOKING FOR

Relationship management and development

- **Stakeholder leadership:** Convene and lead a wide group of stakeholders, including employers, developers, brokers, retailers, residents, community groups, and elected officials. Manage competing needs and goals across these groups and keep lines of communication open.
- **Government relationships:** Build and sustain effective working relationships with the City of Dayton, Montgomery County, and other agencies at both the administrative and elected levels.
- **Honest broker:** Earn recognition across sectors as a trusted, objective, and credible leader. Champion small and independent businesses alongside large corporate stakeholders and developers.
- **Board engagement:** Engage the DDP board and its committees, set agendas in consultation with board leadership, and expand board involvement in the work of the Partnership.

Strategy development and execution

- **Strategic planning:** Work with the board, staff, and stakeholders to develop a new strategic plan, with measurable objectives and a work plan that ties back to the DDP's mission.
- **Economic development:** Drive the development of underutilized properties and the growth of the downtown employer base. Help attract and retain high-quality jobs, retailers, and housing in the center city.
- **From plan to result:** Translate the new strategic plan, along with the Greater Downtown Dayton Plan and board priorities into concrete projects, then move them through to completion. Build the steps, timelines, and budgets, and hold the organization accountable to them.
- **Metrics and trends:** Bring a metrics-driven mindset to strategy. Track local, national, and global trends that affect downtown and put them to work.

Familiarity with the Dayton region

- **Local knowledge:** Understand the Dayton region, its neighborhoods, its institutions, and the people who shape its downtown. The right candidate can step into existing relationships and build new ones.
- **City building:** A genuine commitment to urban places and to downtown Dayton specifically. An appreciation for walkable, dense, mixed urban life and the role a strong downtown plays in the wider region.
- **Civic presence:** Represent the DDP to public agencies, partner organizations, and the media and act as an ambassador for downtown and the community.

Financial and business management

- **Fiscal stewardship:** Take full ownership of the DDP's financial health. Manage the organization's budget, the SID funding that anchors it, and the controls that keep it sound. Balance the support of organization priorities, while ensuring a strategic approach to reserve funds.
- **Budgeting and reporting:** Lead the annual budget process with the Finance Committee and the board. Oversee the preparation, timeliness, and accuracy of financial reports and the annual review or audit of the DDP's records.
- **Business operations:** Run the DDP as an effective business entity in compliance with the Downtown Plan and federal, state, and local regulations. Manage vendor relationships and maintain official records and good governance under the organization's bylaws.
- **Resource development:** Bring a track record of growing revenue. Identify and secure new funding sources, sponsorships and grants that augment SID funding and leverage stakeholder investment.

REQUIRED EXPERIENCE AND SKILLS

- Significant experience in city planning, government, real estate development, finance, membership development, marketing, and/or business management.
- Experience with economic development tools as it relates to public/private deal structuring such as TIFs, community reinvestment and new community authorities.
- Extensive project management and team leadership experience, with proven independent development of work plans, timelines, and budgets.
- Proven financial and fiscal accountability, including budgeting, financial reporting, and audit oversight for an organization of comparable scale, plus experience with public/private partnerships.
- Strong analytical skills and business acumen, with a natural instinct for relationship management and gaining buy-in from diverse stakeholders.
- Ability to make effective presentations to large groups and to share the room with staff and board.
- High emotional intelligence and a demonstrated commitment to diversity and inclusion.
- Commitment to openness and compliance with public records laws.
- Flexibility and willingness to work varied hours.

Education

Bachelor's degree in business, economics, public policy, urban planning, marketing and communications, or an equivalent combination of education and experience.

COMPENSATION AND HOW TO APPLY

A competitive compensation package will be provided. This position is open until filled.

Recruitment for this position is being conducted by the Downtown Dayton Partnership Executive Committee.

To apply, submit a resume to HR@downtowndayton.org