

Village of Wauconda, Illinois Community Development Director

Wauconda, IL (14,125), a non-home rule community located in Lake County, Illinois, approximately 45 miles northwest of Chicago, is seeking highly professional, energetic candidates interested in serving as Community Development Director.

Wauconda (5.73 square miles) is a community of beautiful neighborhoods, with excellent schools, community services and recreational offerings. The outstanding quality of life in Wauconda is shaped by Bangs Lake, a 306-acre recreational amenity that offers a variety of activities such as swimming, fishing, and boating. The Village is a full-service organization which provides Police, Public Works, Building, Planning and Zoning, Economic Development, Financial and Administrative services. Building, Planning and Zoning, and Economic Development services are all part of the Community Development Department. A Village Administrator serves as the Chief Administrative Officer and reports to the Village Board consisting of a Mayor and six Trustees who are elected on a non-partisan basis for four-year overlapping terms.

The Community Development Director is appointed by the Mayor with the approval of the Board of Trustees. Reporting to the Village Administrator, the Community Development Director serves as the Village's Chief Building Official and is directly responsible for the administration and operation of the building and zoning activities of the Village. The Community Development Director oversees the Community Development Department consisting of one full-time and one part-time building inspector, contracted plumbing/electrical inspectors and plan review consultants, as well as customer service and administrative support personnel.

The successful Community Development Director candidate must meet the following criteria:

- Possess a comprehensive knowledge of the principles and practices of applicable building code, land use, and zoning regulations.
- Have a history of oversight of, and effectively maintaining compliance with building and zoning requirements; ability to oversee the permitting process for the Village; provide technical assistance for site planning and zoning issues.
- Serve as the staff liaison and provide support to the Plan Commission and Zoning Board of Appeals, including processing of various zoning items such as zoning petitions, subdivisions, zoning text/map amendments, annexations, PUDs, or other development related items.
- Ability to participate as directed to support development and commercial growth within the Village.
- Have an engaging communication style applied equally and comfortably with residents, elected officials, the business community, contractors and staff.
- Have a strong commitment to excellent customer service and be highly collaborative, with a proven track record of achievement working in a municipal environment.
- Candidates must have a bachelor's degree in a related field, ten years of progressively responsible experience in related fields including five years of experience in a municipal organization in a position of leadership and management.

The Village of Wauconda offers a competitive benefits package. Residency is not required. Starting salary range for the position is \$105,000 - \$120,000 DOQE. Applications are to be submitted online by February 11, 2019 with resume, cover letter and contact information for five professional references to www.GovHRJobs.com to the attention of Paul M. Harlow, GovHR USA, 630 Dundee Road #130 Northbrook, IL 60062 Tel: 847-380-3240.

[Click HERE to Apply!](#)