



**COMMUNITY DEVELOPMENT DIRECTOR
HORACE, NORTH DAKOTA**



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THE COMMUNITY

Situated along the Sheyenne River and just 16 miles from downtown Fargo, Horace is among North Dakota's fastest-growing cities. With its population expected to double in the coming decade, the city is at a pivotal moment—facing both the promise and complexity of rapid growth. As it expands, Horace is focused on enhancing neighborhoods, managing development thoughtfully, and maintaining its strong sense of community.

Education is a cornerstone of life in Horace. The city is part of the West Fargo Public School District, known for its academic excellence, innovative programs, and deep community involvement. As the population grows, new schools are being added—highlighting education as both a point of pride and a key pillar in future planning.

Horace also benefits from its close proximity to the Fargo metro area. Just to the north, West Fargo and Fargo offer a wide range of cultural, economic, and recreational opportunities. Fargo, North Dakota's largest city, is a regional hub for healthcare, higher education, and technology, and boasts a vibrant downtown and thriving arts scene. West Fargo adds further value with popular attractions like the Red River Valley Fairgrounds, Bonanzaville pioneer village, and numerous parks and community events.

Geography plays a defining role in the city's identity. Less than an hour's drive from Minnesota's lakes country, Horace provides easy access to year-round outdoor recreation. The nearby Detroit Lakes area features over 400 lakes, making it a destination for boating, fishing, swimming, and water sports in summer, and snowmobiling, ice fishing, and skiing in winter. Notable attractions like public beaches, resorts, golf courses, and major events such as WE Fest enhance the area's appeal.

With a unique combination of rapid local growth, a strong educational foundation, access to major urban resources, and proximity to abundant natural recreation, Horace offers a dynamic and attractive setting. It's within this evolving landscape that the next Community Development Director will help shape the city's future.

HORACE BY THE NUMBERS

Median Household Income: \$148,801

Median Home Value: \$370,700

Square Miles: 11.5



THE POSITION IN BRIEF

The Community Development Director leads the City's efforts in planning, economic development, and code enforcement/building inspection, providing direct supervisory oversight of the City Planner. Departmental work is guided by the City's 2045 Comprehensive Plan and the recently adopted Land Use Code. To support this framework, the Planning & Zoning Commission meets twice monthly, as needed, to review applications outlined in the Land Use Code and make recommendations to the City Council.

THE ORGANIZATION

The City of Horace is governed by a Mayor and four (4) member City Council, who appoint the City Administrator to oversee daily operations. The organizational structure includes key departments such as Administration/Finance, Community Development, Public Works, and Building Inspections. Public Safety is contracted with the Cass County Sheriff's office. The Community Development Director works closely with the Planning & Zoning Commission, playing a key role in shaping land use policies and providing informed recommendations to the City Council. This collaborative structure promotes strategic decision-making, streamlined services, and responsible, sustainable growth.

EXPECTATIONS AND PRIORITIES

As a rapidly growing community within the Fargo metropolitan area, Horace is emerging as an attractive destination for new development. As the city continues to expand, it faces both exciting opportunities and complex challenges. The next Community Development Director will play a pivotal role in shaping Horace's future during this transformative period.

KEY PRIORITIES FOR THIS ROLE INCLUDE:

- Collaborating effectively with a wide range of stakeholders – including residents, developers, and peers – to ensure thoughtful and inclusive planning processes.
- Supporting growth while maintaining and enhancing the small-town character and sense of community that make Horace unique.





CANDIDATE REQUIREMENTS

- Bachelor's degree in architecture, urban planning, urban design, landscape architecture, public administration, geography, community development, sustainability, or related field. Master's degree is desirable.
- At least three years of experience in city planning, economic and community development or related experience.
- Equivalent combination of education and experience is acceptable.
- Ability to successfully negotiate development/redevelopment projects.
- Ability to build strong relationships with a wide variety of people.
- Excellent written and verbal communication skills.

THE IDEAL CANDIDATE

- Will be a visionary leader - having the ability to guide long-term growth while balancing community needs and sustainability.
- Will have a collaborative mindset - skilled at building partnerships with residents, developers, businesses, and regional partners.
- Will have strong communication skills – able to clearly convey complex planning and development issues to a variety of audiences.
- Will be a proactive problem-solver – anticipating challenges and developing creative, practical solutions.
- Will have a strong commitment to community engagement – valuing transparency, inclusivity, and input from diverse stakeholders.

COMPENSATION AND BENEFITS

The anticipated hiring range for a 2026 start date is \$100,000 - \$130,000 +/- DOQ/E. The City of Horace provides a comprehensive benefits package, including a city contribution to insurance (medical, dental, & vision), life insurance, and accruals for sick leave and vacation. Voluntary benefits include long- and short-term disability, dental, vision, supplemental life, and a 457b retirement plan with a City match.

HOW TO APPLY

Applications will be accepted through the end of the day on March 8, 2026. Interested candidates should apply online with resume, cover letter and contact information for five work-related references at www.govhrjobs.com. Confidential inquiries can be directed to either Ellen Hiniker, Tel: (651) 338-0531, or Pam Dmytrenko, Tel: (612) 747-7714, MGT Approved Independent Executive Recruiters. Interviews with the City of Horace are anticipated for mid-April. The City of Horace, North Dakota is an Equal Opportunity Employer.

