



HINSDALE, ILLINOIS
COMMUNITY DEVELOPMENT DIRECTOR



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POSITION OVERVIEW

The Community Development Director leads all community development efforts for the Village of Hinsdale, providing strategic direction on planning, zoning, redevelopment, and preservation. As a seasoned professional with significant planning experience, the Director manages new development projects from entitlement to construction, regularly presents to the Village Board and Commissions, oversees staff, and administers a \$1.1 budget. The position is appointed by and reports to the Village Manager.



COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department administers building codes, zoning regulations, historic preservation, and land use policy. The department includes a Building Commissioner, Assistant Director, Planner, Code Enforcement Officer, 2 Permit Technicians and two-part time Building Inspectors. Additional contract staff is available for plan review assistance. Staff support is provided to the Village Board, Plan Commission, Historic Preservation Commission, and the Zoning Board of Appeals. The department oversees permitting, plan review, inspection services, property maintenance, commercial entitlement, zoning and long-range planning. In 2024, the Department issued 1,200 permits and conducted 4,000 inspections.

ABOUT HINSDALE

Located just 20 miles west of downtown Chicago, the Village of Hinsdale is a picturesque, historic community known for its architecturally distinctive homes, vibrant downtown with restaurant and retail offerings, a listing on the National Register of historic places, and nationally ranked schools. With a population of 17,395, Hinsdale spans DuPage and Cook counties and offers a high quality of life, exceptional commuter access and a strong sense of community.

*Population: 17,395

*Budget: \$50.3 million

*Full time Employees: 98



LEADERSHIP OPPORTUNITIES

- Guide a significant multi-acre proposed redevelopment project which will include the potential for a senior housing community.
- Lead an effort to update and modernize the Village's Zoning Code.
- Evaluate and incorporate improvements to the Village's plan review and permitting systems including incorporating an on-line permit submittal process.
- Continue efforts to actively support redevelopment in the historic downtown where parcel consolidation and refreshed retail uses regularly occur.
- Potential future projects: sign code update, consideration of opportunities to financially support historic downtown infrastructure and service demands.
- Support and champion technology upgrades to improve customer service and incorporate efficiency measures.



IDEAL CANDIDATE

The ideal candidate will demonstrate collaborative and strategic leadership abilities and possess excellent oral and written communication skills, along with a strong commitment to community engagement and exceptional public service. The candidate must be able to work effectively in a tight-knit organization and a high-expectation community. Proven experience in leadership, including motivating staff toward creative problem solving and innovation, and cultivating a strong, team-oriented culture, is essential.

- A bachelor's degree in urban planning, public administration, or a related field from an accredited institution. A master's degree is preferred. The American Institute of Certified Planners (AICP) certification is highly desirable.
- A deep foundation in land use planning, zoning law and historic preservation, with the ability to balance regulatory enforcement with practical, resident-focused solutions. Experience working in a substantially developed, historic community is a plus.
- Knowledge of principles and practices of urban planning and zoning, with eventual mastery of pertinent regulations, codes, ordinances and statutes.
- Familiarity with technology; including Microsoft office and Adobe and GIS. Knowledge of Tyler Munis enterprise system is a plus.
- Strong problem-solving, strategic thinking, and planning skills to manage complex operations, develop policies, interpret regulations, and deliver efficient, innovative, and high-quality outcomes for the community by leveraging technology and identifying opportunities for improvement.





COMPENSATION AND BENEFITS

Residency within the Village is not required. The salary range for this position is \$130,375-\$188,741 with the ability for well qualified candidates to be hired above the midpoint up to the maximum of the salary range. The Village offers a competitive salary and comprehensive benefits package including medical, dental and vision insurance coverage. Deferred compensation investment options are available. The benefits program also features generous paid leave, sick leave, professional development opportunities, a vehicle allowance, a Village cell phone, and participation in the Illinois Municipal Retirement System (IMRF) as well as a Post-Employment Health Plan (PEHP).

APPLICATION PROCESS

Interested candidates should apply online with a resume, cover letter, and contact information for five professional references immediately; first review of resumes will occur on June 1st. The position is open until filled. Submit materials to the attention of Katy Rush, MGT authorized Independent Executive Recruiter, at www.GovHRjobs.com. Confidential inquiries may be directed to Ms. Rush at 847-380-3240 x. 122

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