



Gardiner Main Street

The Gardiner Main Street Program is seeking an Executive Director, who together with the Board of Directors, the business community, and City residents, will coordinate all project activities within the downtown program to promote economic development, historic preservation, and market the community locally, regionally, and nationally.

Successful candidates will possess strong communication, group facilitation, and organizational skills and be able to multi-task. The candidate will also have an entrepreneurial and energetic spirit, and will be a positive and personable addition to the community. In addition to experience with fundraising, marketing, and planning events, the candidate should also be adept with public relations, writing and editing publications, and leading groups and committees. Experience with small business development and management is also preferred. Knowledge of the Gardiner business community is a definite plus, but not required.

Salary & Benefits: Compensation will be based upon experience and job fit. Sick time, Vacation / Holiday Pay, and Medical Benefits may be available.

Work Schedule: This is a full-time, 12 month per year position. Hours worked will vary with program needs and will include some nights and weekends.

The Gardiner Main Street Program is a 501(c)3 organization that promotes economic and cultural vitality in the downtown Gardiner through concentrated efforts in organization, design, promotion and economic revitalization, while protecting Gardiner's unique historic character.

For more information regarding the job description and application process please visit the Gardiner Main Street website at www.gardinermainstreet.org.