



City of Cathedral City  
**DIRECTOR OF COMMUNITY AND ECONOMIC  
 DEVELOPMENT**

<b>SALARY</b>	\$14,360.22 - \$18,797.05 Monthly \$172,322.64 - \$225,564.60 Annually	<b>LOCATION</b>	Cathedral City, CA
<b>JOB TYPE</b>	FULL-TIME EMPLOYEE	<b>JOB NUMBER</b>	26-11
<b>DEPARTMENT</b>	Community and Economic Development	<b>OPENING DATE</b>	03/11/2026
<b>FLSA</b>	Exempt	<b>BARGAINING UNIT</b>	NON-REP

**Description**

The City of Cathedral City is on the rise — and we need a leader who's ready to rise with it. If you're a collaborative, community-minded professional who knows how to inspire a team and drive real results, we want to hear from you!



*This position will remain open until sufficient qualified applications are received and may close without prior notice. Applications will be reviewed as submitted.*

Placement within this range is dependent on qualifications and experience.

The City offers flexible work schedules, including 5/8 and 4/10 options, to support work-life balance. Remote work opportunities are subject to operational needs.

## ABOUT CATHEDRAL CITY

Nestled in the heart of the Coachella Valley, the City of Cathedral City is a vibrant, diverse community of over 55,000 residents. Bordered by Palm Springs to the west and Rancho Mirage to the east, Cathedral City has been on an exciting growth trajectory — investing in its commercial corridors, expanding housing opportunities, and building a local government culture that residents and employees alike can be proud of.

Over the past several years, Cathedral City has undergone a meaningful transformation. The Community and Economic Development Department has been at the forefront of that progress — streamlining permitting, modernizing code compliance, advancing economic development, and building a team culture defined by collaboration, trust, and a shared commitment to serving the community. The City's leadership takes great pride in an organization where employees feel empowered, supported, and genuinely excited to come to work.

Cathedral City's workforce reflects its community — diverse, hardworking, and deeply connected to the place they serve. The City is committed to ensuring that it is accessible to all residents, including the City's large and vibrant Spanish-speaking population.

## THE OPPORTUNITY

Cathedral City is seeking an exceptional Director of Community and Economic Development — an approachable, empowering leader who leads with integrity, champions a collaborative team culture, and is deeply invested in staff growth and the community we serve. This role oversees four core divisions — Planning, Building, Code Compliance, and Economic Development — managing the full lifecycle of development from business attraction and land use planning to permitting, inspections, and code enforcement. It's an opportunity to shape the future of a growing city and make a lasting impact on the diverse residents of Cathedral City.



## KEY PRIORITIES FOR THE NEW DIRECTOR

The next Director of Community and Economic Development will step into an active and forward-moving department. Key priorities include:

### **Economic Development & Business Attraction**

Cathedral City is actively working to attract new businesses, revitalize commercial corridors, and reduce vacancy and blight. The new Director of Community and Economic Development will build on existing momentum by fostering a development-friendly environment that guides applicants toward "yes" wherever possible, while maintaining the City's standards and regulatory integrity.

### **Housing Production & Affordability**

Like all California cities, Cathedral City faces significant housing mandates and the need to address affordability across income levels. The new Director of Community and Economic Development will need to develop and implement strategies that meet state requirements while being responsive to community needs and fiscally sustainable.

### **Cannabis Odor & Code Compliance**

Cannabis odor impacts a significant portion of Cathedral City's residential community and is a top concern for residents and City leadership. The new Director of Community and Economic Development will be expected to lead proactive, data-driven code compliance efforts that address this issue constructively — balancing enforcement with Cathedral City's role as a welcoming environment for cannabis businesses.

### **Community Engagement & Inclusion**

Cathedral City is committed to engaging all of its residents. The next Director of Community and Economic Development will develop innovative outreach strategies that connect with the full breadth of the community, including Cathedral City's LGBTQ+ population, large Spanish-speaking population and working-class residents.

## **MINIMUM QUALIFICATIONS**

**Education:** Equivalent to a Bachelor's degree in city or regional planning, urban planning, public administration, economics, sociology, or a closely related field. Graduate degree is preferred.

**Experience:** Seven (7) years of progressively responsible experience in municipal management or administration of planning, building, architecture, engineering, code enforcement, and/or economic development programs; including at least three (3) years of administration and supervisory responsibility. Recent California municipal experience is strongly preferred.

**License and Certification:** Possession of a valid California Driver's License, to be maintained throughout employment. A.I.C.P certification preferred.

**Other Requirements:** This position is subject to financial disclosure (Form 700).

**TO VIEW THE FULL JOB DESCRIPTION, [CLICK HERE.](#)**

Based on the information provided in the application documents, qualified applicants may be invited for further examination and will either be pre-scheduled by the Department of Human Resources or be invited to self-schedule. All applicants meeting the minimum qualifications are not guaranteed advancement through any subsequent phase of the examination.

Depending upon the number of applications received, the selection process may consist of an initial application screening, a supplemental questionnaire assessment, an oral board exam, or any combination listed. Responses to supplemental questions will be used as screening and testing mechanisms and will be used to assess an applicant's ability to advance in the process; as such, responses to supplemental questions should be treated as test examination responses. Information contained herein does not constitute either an expressed or implied contract.

### **HOW TO APPLY**

Applications must be submitted through the NEOGOV system. Paper copies of applications are not accepted. All additional application materials as requested in the job announcement (degree/transcripts, certificates, DD-214 if applicable, ADA Accommodation Request) must be submitted by the application final filing deadline.

Any further questions can be directed to the Department of Human Resources at [hr@cathedralcity.gov](mailto:hr@cathedralcity.gov).

### **Americans with Disabilities Act**

The City of Cathedral City is committed to providing reasonable accommodation to applicants as required by the Americans with Disabilities Act (ADA) and Fair Employment and Housing Act (FEHA). Individuals with qualified disabilities who need reasonable accommodation during the selection process must specify the accommodations needed, in writing, at the time when the employment application is submitted.

**REQUIRED APPLICATION MATERIALS:**

A resume, cover letter, and a completed City of Cathedral City application are required. Resumes are not accepted in lieu of City application.

**Employer**

City of Cathedral City

**Address**

68700 Avenida Lalo Guerrero

Cathedral City, California, 92234

**Website**<http://www.joincathedralcity.org>**DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT Supplemental Questionnaire****\*QUESTION 1**

Each applicant must complete this supplemental questionnaire as a part of the application screening and selection process. The information you provide will be reviewed and used to determine your eligibility to move forward in the selection process. Incomplete responses, false statements, omissions, partial information, and reference to resume or application may result in disqualification from the selection process. Do you agree to answer each supplemental question truthfully and that your responses can be verified from information included within the application?

- YES  
 NO

**\*QUESTION 2**

Please indicate the highest level of education completed.

- Master's degree or higher in regional planning, urban planning, public administration, economics, sociology, or closely related field  
 Bachelor's degree in regional planning, urban planning, public administration, economics, sociology, or closely related field  
 Degree in another field  
 Some college  
 High school diploma

**\*QUESTION 3**

How many years of supervisory or project leadership planning experience do you possess?

- Three (3) years or more  
 Two (2) to three (3) years  
 One (1) to two (2) years

- Less than one (1) year

**\*QUESTION 4**

How many years of progressively responsible experience in municipal management of/or administration of planning, building, architecture, engineering, code enforcement, and/or redevelopment, programs and operations do you possess? **Note: Experience must also be listed on your application.**

- Seven (7) years or more
- Five (5) to six (6) years
- Four (4) to five (5) years
- Three (3) to four (4) years
- Less than three (3) years

**\*QUESTION 5**

Share a time you supported or facilitated a high impact employer or catalytic investment. What was your role, and how did you address site readiness, incentives, and speed to market?

**\*QUESTION 6**

Cathedral City continues to prioritize the development of affordable and workforce housing. Tell us about a project you led or supported that delivered meaningful affordable housing units. What was your role, and what outcomes were achieved?

**\*QUESTION 7**

Cathedral City's Community and Economic Development Department spans planning, code compliance, building, and economic development. How do you lead and integrate multidisciplinary teams to achieve shared housing and development outcomes?

\* Required Question