



**JOB TITLE** Community Business Advocate  
**REPORTS TO** Executive Director  
**LOCATION** 2837 W. Girard Avenue, Philadelphia, PA 19130  
**POSTED** April, 2022

## DESCRIPTION

Fairmount Community Development Corporation seeks a new team member to grow the community of business-owners across the Art Museum District.

The **Community Business Advocate** will take the lead building relationships with local businesses, direct programming serving the community, sell memberships for the Greater Art Museum Business Alliance, and manage our PhillyiHub local entrepreneur initiative. They will be an essential partner for the Executive Director and Communications Manager developing events, campaigns, and sources of funding that raise the organization's impact, and support a vibrant local economy and thriving neighborhood.

Ideal candidates will be personable, curious and diligent, creative solving problems, organized tracking progress and data, familiar listening and relating to neighbors' challenges and aspirations, able to share their goals and provide connections to city programs and other resources. Prior lived experience with Philadelphia's Brewerytown and Fairmount neighborhoods is highly valued, but candidates from any location will be considered.

### Responsibilities:

- Meet and maintain regular contact with neighborhood business owners, and key partners and stakeholders, share relevant resources, build awareness of business assistance programs, publicize neighborhood attributes and opportunities, and track relationships in our CRM system.
- Direct the Greater Art Museum Business Alliance, the community of business-owners whose investment and collaboration makes Fairmount CDC's work possible, including programming, selling and managing memberships.
- Coordinate PhillyiHub cohorts alongside Mt. Airy CDC, to build the pipeline of neighborhood entrepreneurs growing businesses across the Art Museum District.
- Assist team members with community events such as the Girard Avenue Street Festival, Taste of Fairmount, Fairmount Arts Crawl, and neighborhood volunteer days, support engagement to renew the Girard and Fairmount Avenue corridor plans and Art Museum District business directory, and complement efforts to identify and develop new sources of investment.

**This is an in-person position with flexible hours.** Success will rely on working with partners during times that complement their operations, including some evenings as well as weekend days for special events.

**Annual salary is \$50,000** with an additional monthly stipend provided for benefits.

**To apply**, send your resume, two references, and a cover letter describing your experience and strengths, to [jobs@fairmountcdc.org](mailto:jobs@fairmountcdc.org) with the subject line "Fairmount CDC Community Business Advocate".