

## **BROWNFIELD AND ECONOMIC DEVELOPMENT PROJECT MANAGER**

For over 30 years, Envirollogic has served as a full-service environmental consulting firm dedicated to assisting clients in solving complex development, redevelopment, and cleanup challenges. Based in Kalamazoo, Michigan, Envirollogic supports brownfield redevelopment, economic development, environmental investigation and remediation, compliance, environmental due diligence services, and more throughout Michigan, the Great Lakes region, and other states.

Our brownfield/economic development specialists are carefully selected to address a broad range of interesting projects. We provide timely and science-based solutions to complex site challenges, always approaching each project with the client's final product in mind.

We are seeking a Brownfield and Economic Development Project Manager to join our staff. This role will report to the Vice President/Manager of Redevelopment Services and have a broad range of responsibilities related to brownfield project management (listed below).

### **RESPONSIBILITIES:**

- Manage brownfield redevelopment and economic development projects using U.S. EPA grants, state grants, brownfield tax increment financing (TIF), and/or other economic development incentives.
- Develop strategies for effectively accessing and implementing these incentives, i.e., utilize incentives to reuse and redevelop a brownfield site or an economic development project.
- Collaborate with Envirollogic Project Managers to find opportunities to pursue incentives with existing projects and clients.
- Articulate financial, economic, social, environmental, and community outcomes to diverse groups and clients. Understand how to utilize demographic data, environmental justice indices, and other community-based data to support project requests and outcomes.
- Support strategic planning with Brownfield Redevelopment Authorities and private entities involved in brownfield redevelopment and economic development.
- Meet with state and local officials to effectively secure governmental and community support for projects and incentives.
- Develop and implement processes to manage brownfield and economic development incentives, including applications, budgets, tracking project costs, tax projections, tracking other project outcomes (cleanups, job creation, wages, etc.), reimbursement requests, annual reports, project completion reports, etc.
- Help governmental units manage grants/loans, such as U.S. EPA and state grants and loans, including reviewing required loan collaterals, development agreements, and other legal documents.
- Review applications for funding assistance from available brownfield grants and other resources.
- Assist developers in understanding available tools, how to use them, timelines, benefits, eligibility requirements, etc.

- Attend meetings of Brownfield Redevelopment Authorities, governmental units and agencies as necessary to help manage projects or the project, finances, and staffing of the local government.
- Manage annual reporting requirements to Brownfield Redevelopment Authorities, county, state, and/or U.S. EPA.
- Represent the Brownfield Redevelopment Authorities and local units of government at appropriate community activities. Represent developers at Brownfield Redevelopment Authority or local unit of government meetings.
- Assist in implementing Local Brownfield Revolving Funds (LBRFs), including vetting applications for assistance.
- Market/promote company capabilities to developers, economic development groups, local units of government, and others.
- Support marketing team by maintaining database of contacts (CRM), regularly contributing blogs or marketing materials, and looking for project success stories that can be shared on various platforms.

#### **QUALIFICATIONS:**

- Bachelor of Science required. Background preference in brownfield redevelopment, economic development, planning, resource development, environmental sciences, public administration, or military equivalency.
- Knowledge and/or experience in environmental due diligence, environmental cleanup, site construction, and project financing.
- Have a thorough knowledge of the Michigan Brownfield Redevelopment Financing Act (PA 381 of 1996, as amended), underlying federal and state environmental cleanup programs and requirements, blight elimination programs (e.g., land bank authorities), MEDC/MSF incentive programs and community development initiatives.
- Must be familiar with the needs of governmental organizations and the business community.
- Understanding of and experience with property taxes preferred.
- Proven organizational and interpersonal skills, and technical writing capabilities.
- 40-Hour OSHA HAZWOPER training preferred.
- Proficient in Microsoft Office, i.e., Word, Excel, PowerPoint.

**Compensation:** \$55,000–\$75,000 based on experience/qualifications and benefits package.

**Position Location:** Envirologic’s headquarters is in Kalamazoo, Michigan; however, our work and clients are located throughout the State. Envirologic embraces the opportunity for candidates to consider working remotely at their residency in Michigan, assuming an appropriate designated workspace and sufficient access to the internet for adequate work performance.

**Equal Opportunity Employer.** We see Diversity Equity and Inclusion as more than just policies and practices; it is an integral part of who we are as a company, how we operate, and how we see our future.



**Submit resume via email or U.S. mail to:**

David Stegink

Vice President, Manager of Redevelopment Services

Envirologic

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