



Retail and Commercial Business Advocate

The Downtown State College Improvement District (DSCID) is seeking a dynamic and passionate individual to fill the new position of Retail and Commercial Business Advocate. As the Retail and Commercial Business Advocate, you will play a pivotal role in attracting and retaining high-quality retailers and commercial businesses, thereby enhancing the vibrancy and appeal of Downtown State College as the premier business, cultural, and entertainment destination in Centre County.

Relationship building, leadership, organization, attention to detail, flexibility, time management, and teamwork are critical for this position.

The successful candidate will be offered a 3-year full-time position with benefits will report directly to the Executive Director of the DSCID.

Job Responsibilities:

1. Attract and Retain High-Quality Retailers:

- Actively recruit and engage with prospective businesses, showcasing the opportunities and benefits of operating in Downtown State College.
- Travel to various cities, including Philadelphia, Pittsburgh, Lancaster, Harrisburg, DC, etc., to identify potential retailers and food and beverage operators interested in establishing a presence in State College.
- Work collaboratively with landlords to address any issues related to rent, lease terms, tenant improvement allowances, fit-outs, and other concerns that may impact the successful establishment of businesses.

2. Relationship Management and Convening:

- Serve as the main point of contact for prospective businesses, existing businesses, property owners, brokers, and other regional entities.
- Host convenings and meetings to foster collaboration and networking opportunities among constituents, ensuring a cohesive and supportive business environment.

3. Boost Retail Activity:

- Champion all retail activity in Downtown State College, promoting the area as an attractive and exciting destination for businesses and consumers alike.
- Encourage consistent operating hours and recommend facade improvements to enhance the overall aesthetic appeal of businesses.



4. Business Expansion and Support:

- Work closely with existing tenants to identify opportunities for expansion and new concept plans that align with the evolving needs of Downtown State College.
- Facilitate pop-up and experimental retail initiatives to test new concepts and attract innovative businesses.

5. Collaboration with Local Banks:

- Collaborate with local banks to design attractive loan terms and financial incentives for businesses looking to establish or expand their presence in Downtown State College.

6. Succession Planning and Support:

- Provide assistance and guidance to business owners regarding succession plans, especially for retiring owners, to ensure a smooth transition for businesses in the district.

Job Requirements:

- A minimum of 5 years of experience in the retail or commercial industry, either as a business owner or in a recruitment capacity. Experience working with commercial real estate brokers a plus.
- A strong willingness to travel to various locations to identify viable and attractive tenants for Downtown State College.
- Demonstrated ability to act on behalf of all owners and operators, representing their interests with dedication and integrity.
- A profound passion for Downtown State College and its potential as a welcoming neighborhood that embraces creativity, local culture, and forward-thinking trends.

As the Retail and Commercial Business Advocate, you will play a critical role in shaping the future of Downtown State College, ensuring its continued growth, and fostering a vibrant and diverse business community. If you have the experience, dedication, and passion for this role, we encourage you to apply and be part of our progressive and thriving community.

Salary commensurate with experience.

The DSCID offers a competitive benefit package, including: PTO, health, dental, vision, life insurance, disability and 401(k) plan.

Qualified applicants will be considered immediately. Submit a cover letter and resume by email to downtown@downtownstatecollege.com.



The DSCID is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment.

The organization: The Downtown State College Improvement District is a live, work, and play neighborhood that sparks the creative, the eclectic, and the local. We're a constantly adapting, progressive community of people, with tradition blending harmoniously with trends in, food, entertainment and the arts. DSCID is devoted to preserving and enhancing the value and vitality of Downtown, and works to retain, expand and attract businesses and investment to improve the Downtown environment. The result is the establishment of Downtown State College as the premier business, cultural and entertainment destination in the Centre County.

DSCID is a Neighborhood Improvement District, established by ordinance of the Borough of State College in accordance with the laws of Pennsylvania. The District extends from Atherton Street to Sowers Street, College Avenue to Highland Alley.

With over 350 participating businesses, DSCID sponsors annual events, promotions and other civic-minded pursuits that add value to the State College experience, and reinforce our belief that there's no better place in the world to discover the best times of your life.

Work location: State College, Pennsylvania. This role thrives on the benefits of in-person collaboration and direct access to essential resources, making on-site attendance a crucial aspect for success.