



<b>POSITION:</b>	<b>Downtown Development Authority Member</b>
<b>DEPARTMENT:</b>	<b>DDA</b>
<b>POSTED:</b>	<b>01/12/2026</b>
<b>CLOSING DATE/TIME:</b>	<b>Until Filled</b>

**The City of Monroe DDA** is now accepting applications for the position of Downtown Development Authority member.

**The DDA Mission** is to inspire economic development, encourage historic preservation, and collaborate with public and private organizations for the benefit of downtown and our entire community.

**DDA Member will:**

- Serve a three-year term without compensation
- Reside and/or own a business within the DDA/CVB area
- Attend Board meetings the second Thursday of each month @ 8am
- Attend 8 hours of training as required by law
- Help design the events calendar and recruit new business downtown

**A fillable application can be found with this posting or visit us at City Hall, 215 N. Broad Street, Monroe, GA 30655. A resume will not be accepted in lieu of a completed application, but may be attached. Please return applications to City Hall or to Sarah Johnson at [Sjohnson@MonroeGA.gov](mailto:Sjohnson@MonroeGA.gov)**



APPLICATION FOR NOMINATION  
MONROE DOWNTOWN DEVELOPMENT AUTHORITY

Please Print

Name \_\_\_\_\_ Email \_\_\_\_\_

Home Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Address (Street & Mailing) \_\_\_\_\_

Profession/Business \_\_\_\_\_ Position \_\_\_\_\_

Phone Numbers: Home \_\_\_\_\_ Cell \_\_\_\_\_  
Business \_\_\_\_\_ Fax \_\_\_\_\_

Birthday: \_\_\_\_\_ Birthplace: \_\_\_\_\_

Education: \_\_\_\_\_

I am: (Check all that apply)

- ☐ A resident of the \_\_\_\_\_ City of Monroe or of \_\_\_\_\_ Walton County
- ☐ Available for Board meetings the Second Thursday of each month
- ☐ A Elected Member of Government: Elected Position \_\_\_\_\_
- ☐ A Downtown Property Owner: Property Address \_\_\_\_\_
- ☐ A Downtown Business Owner: Business Address \_\_\_\_\_
- ☐ A Downtown Employee: Business & Position \_\_\_\_\_

My Downtown Involvement over the past two years includes: (Check all that apply and list)

- ☐ Serving on Committee (s) \_\_\_\_\_
- ☐ Assisting with Projects \_\_\_\_\_
- ☐ Participation in Events \_\_\_\_\_
- ☐ A Financial Contribution \_\_\_\_\_

Organizations to which I belong and volunteer service include: \_\_\_\_\_

Interest/Hobbies/Talents/Skills: \_\_\_\_\_

I am interested in serving on the Authority because \_\_\_\_\_

I will allow my name to be submitted for consideration in service to the Authority; and if appointed to serve as a member of the Board of Directors, I agree to:

- Attend all possible regular monthly Board meetings, committee meetings and any special meetings
- Attend eight hours of training within my first year of service as required by law
- Enter into full discussion and participation in policy decisions affecting the DDA and its purpose
- Accept responsibility for assignments and offer suggestions on programming or operations
- Maintain matters of confidence
- Serve the Authority, working for its overall well being and that of the historic business district
- Seek opportunities to learn more about downtown revitalization efforts and best practices.

Signature \_\_\_\_\_

Date \_\_\_\_\_