

TOWN MANAGER

The **Town of Waynesville** in Haywood County, NC (pop. 10K , 160 FTEs, \$28M budget, council-manager form of government), is seeking a facilitative and visionary **Town Manager** with the ability to lead a strong, competent staff and to partner with an engaged, cohesive, and supportive Council to carry out the strategic priorities of the community.

Community Description

Waynesville, an “electric city”, holds designations as a “NC Smart Growth” community, “Tree City USA” and as a “Mountain Heritage Trout Waters City”. Unique with a thriving downtown and the two historic districts of Frog Level and Hazelwood, Waynesville is located 30 miles west of Asheville between the Great Smokey and Blue Ridge Mountains. Home to numerous festivals and wonderful recreational opportunities, this beautiful mountain community strives to maintain its quality of life for year-round residents as well as the seasonal influx of tourists in Fall and Summer.

Position Responsibilities

In addition to the standard administrative departments, the Waynesville **Town Manager** will manage the departments of police, fire, water, sewer, sanitation, streets, planning & recreation. Well managed fiscally, with a \$7.6M fund balance, economic and land development opportunities are a key focus.

Qualifications

Minimum education is a Master’s of Public Administration or equivalent graduate degree and ten year’s of progressive management experience at department head level or higher within a municipal government. Must have proven track record in building a positive work culture, effective intergovernmental relations, personal community engagement, leading cohesive and strategic change, visionary leadership, and be adept at understanding and applying technological solutions to problems. Experience in water, sewer and electric utilities desirable. Hiring range: \$115-140K. There is a residency requirement to live within Town limits.

The successful candidate:

- has a proven track record in developing and supporting staff to achieve excellence;
- enjoys and embraces engaging with the community;
- skilled at diplomatically engaging with a diversity of stakeholders such as individual citizens, community groups, Town Council members, employees, regional, state and federal authorities in order to leverage Town opportunities and mitigate challenges;

- able to effectively recruit, retain, manage, develop and engage talented staff to deliver excellent customer service to both internal and external customers;
- has outstanding interpersonal skills both one on one and in groups;
- is a creative thinker in assessing ways to increase revenue and manage expenses;
- is adept at constructively advising and providing guidance to Town Council;
- networks with peers in neighboring communities and in municipalities throughout the state;
- is strategic and innovative regarding areas for growth, new development and redevelopment balancing main street and economic development zones;
- understands principles of economic development;
- communicates excellently both verbally and in writing and possesses well-developed interpersonal skills and abilities;
- values accountability and holds high expectations of self and others while also being an effective and respected leader;
- is able to collaborate internally and externally in order to implement the strategic priorities for the Town and;
- is a creative thinker with regards to budget development and revenue opportunities.

To apply, you must complete an online application via Developmental Associates' [online system](#). Resumes may be uploaded to the system but will not be accepted in lieu of a fully completed application. **The position closes May 15, 2016.** Semi-finalists will participate in an assessment center June 15-16, 2016 in Waynesville. Questions about the process and optional materials may be emailed to waynesvillehiring@developmentalassociates.com. More information about the city can be found at www.waynesvillenc.gov. EOE