

City Manager Position



The City of Henderson, home to beautiful Kerr Lake, is seeking their next City Manager who will engage transparently and proactively with elected officials and the community. This highly motivated leader and manager must maintain and enhance a Council-Staff partnership and a commitment to the “small City” atmosphere desired by citizens while working to enhance strategic goals related to public safety, economic development and housing. Economic development opportunities are ready to launch and Vance-Granville Community College is a significant economic partner in the community. The next City Manager will be able to work with excellent staff and an engaged Council to help this community leverage opportunities to further enhance quality of life and meet Citizen expectations. The position is open due to retirement.

About the Community

The City of Henderson (pop 15,368), incorporated in 1841, is the county seat of Vance located near the Virginia border and 40 miles from the capital city of Raleigh. Though Henderson has historically relied heavily on the tobacco, cotton and textile industries for jobs and economic growth, in recent years the retail market has been one of its major growth sectors. Henderson and Vance County are regional business and retail hubs for half a dozen counties in Northern North Carolina and Southern Virginia.

With its centralized location along Interstate 85 and U.S. 1, outstanding water supply, mild climate, excellent medical, recreational and educational facilities and stable work force, Henderson continues to be an attractive location to businesses, developers and individuals alike.

About City Government

The City of Henderson, NC is a full-service municipality that operates under a Council/Manager form of government. The Mayor and City Council set the policies, enacts ordinances, votes the appropriations and develops the overall vision, which is then carried out under the City Manager’s direction. The City Council consists of eight members plus the Mayor, who serve staggered four-year terms. The City Manager is responsible for implementing the City’s vision, the Mayor and Council’s policies and managing the City’s day-to-day operations.

About the Position.

The City Manager leads 220 FTE employees and oversees 10 departments. The FY 19-20 general fund budget of \$41.2M is supported by a tax rate of \$.712 per \$100 of assessed tax value with a 96% collection rate. A significant asset for the City is water and the ability to partner in the region on water resources. The City Manager is also the staff liaison with the eight Boards. Decisions are guided by a robust multi-year strategic planning process that began in 2009, is affirmed every year and results in performance-based indicators to drive priorities, budgets and decisions.

Key strategic goals affirmed in 2019 are 1) Implement performance excellence, 2) Reduce crime/ Enhance safe community, 3) Economic development, 4) Improve condition of housing stock, 5) Provide reliable, dependable infrastructure, 6) Develop and maintain a qualified municipal workforce, 7) Expand leisure and cultural services, programs and facilities, and, 8) Provide financial resourcing. More information about the budget and strategic priorities can be found at <http://ci.henderson.nc.us/wp-content/uploads/2019/01/FY-18-19-Total-Approved-Budget.pdf>.

The new City Manager must maintain and enhance the quality of life admired and desired by Citizens while driving economic diversity, enhancing excellent local and regional partnerships, proactively planning and managing infrastructure investment, improving safety, and encouraging citizen engagement. A track record of innovation in delivering on strategic initiatives as well as increasing collaborations, effective governance and service delivery is essential. To learn more about the City, please visit <http://ci.henderson.nc.us>.

Qualifications

Minimum education is a Bachelor's degree; however, Masters of Public Administration, Masters of Business Administration, or equivalent graduate degree is strongly preferred. Ten years of progressive management experience at division manager, department head level or higher within a medium-sized municipal government organization is required. Five or more years of experience at Assistant City or City Manager experience is preferred. ICMA credentialed certification is desirable but not required.

The successful candidate:

- is comfortable being the face of the community, telling its story, advocating for opportunities and marketing strengths;
- is experienced in effectively managing a diverse group of employees with varying backgrounds, tenures and skillsets;
- is strategic and innovative regarding areas for growth, new development and redevelopment while balancing strengths in economic development for retail, industry, small business, start-up and high-density opportunities;

- is adept at constructively advising and providing guidance to City Council in helping them achieve their vision and priorities;
- 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, City Council members, employees, regional, state and federal authorities in order to leverage City 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;
- networks with peers in neighboring communities and in municipalities throughout the state;
- communicates excellently both verbally and in writing and possesses well-developed interpersonal skills and abilities; and,
- values accountability and holds high expectations of self and others while also being an effective and respected leader.

Salary range and Application Process:

Hiring Salary Range: \$115,000 - \$130,000. Salary commensurate with experience. Executive benefits of car and phone allowance. Other benefits include paid health, dental, life and long term disability insurance and enrollment in NC State retirement plus a supplement to the 401K plan. Residency within the community is strongly preferred within a timeframe negotiated upon appointment.

To confidentially apply for this position, please go to <http://www.developmentalassociates.com> and click on the **City Manager – Henderson, NC** link on the left side of the home page. All applications must be submitted online through the Developmental Associates application portal, **not the City’s application site.** Please note that it is not sufficient to submit only a resume though resumes and cover letters should be uploaded to the application portal. Application review begins October 1, 2019. Semi-finalists will participate in on-site interviews and skill assessments in Henderson on November 7-8, 2019. We encourage all applicants to hold these dates should they be invited to participate. All *inquiries* should be emailed to hireing@developmentalassociates.com EOE The recruitment and selection process is being managed by [Developmental Associates, LLC](#).