

CITY COUNCIL WORKSHOP

AGENDA ITEM #3

August 22, 2016

AD for CITY MANAGER POSITION

This item is brought forward to discuss finalizing the ad copy for the City Manager position.

The attached advertisement will be placed with the following:

Maine Municipal Association
International City/County Management Association
Maine Job Bank
City's Web site

A handwritten signature in cursive script that reads "Donald H. Gerish". The signature is written in black ink on a white background.

Interim City Manager

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CITY MANAGER

SOUTH PORTLAND, MAINE

The City of South Portland is accepting applications for the position of City Manager. A vibrant community of 25,000 located on picturesque Casco Bay, South Portland is known for its working waterfront, air quality, retail and industry and was recently recognized as a New England Top 10 Best City based on economy/prosperity, safety, culture, health and quality of life. South Portland is a AAA/Aaa bond rated community from Standards and Poor's Rating Services and Moody's Investors Services, respectively.

South Portland operates under the Council-Manager form of government. The seven (7) member council is elected by the registered voters of the entire city. Two (2) members are elected at large and five (5) are elected from each of the five districts. The term of office is 3 years and no person can be elected for more than 3 consecutive terms. The council elects 1 of its members to serve as Mayor.

The FY17 operating budget is \$35.1 million, excluding schools, and the city has a total of 296 full and part time municipal employees.

The Council is seeking candidates with a minimum of 7 years of demonstrated municipal management experience as a Manager or similar related public business experience. Knowledge and experience in the areas of economic development, comprehensive planning, finance, budgeting, labor relations, policy management and environmental and sustainability issues are desired. Individual must be a visionary with demonstrated leadership, organizational skills; strong public speaker with excellent oral and written communication skills; ability to inspire and empower staff and be enthusiastic to the needs of the community. Leadership with integrity, honesty, transparency and high ethical standards along with creative problem solving skills will be essential. The successful candidate is expected to live in South Portland and become an active member of the community.

Applicants will possess a minimum of a Bachelor's degree in Public Administration, or closely related field, with a Master's degree preferred. Salary will be determined based on experience and qualifications for the position.

Submit cover letter, resume, salary requirements and five (5) professional references by **September 21, 2016** to:

South Portland City Manager Search

Eaton Peabody Consulting Group

Attention: Richard Metivier

77 Sewall Street, Suite 3000

Augusta, ME. 04330

E-mail: rmetivier@eatonpeabody.com

Telephone: 207-622-9820

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