

CITY ADMINISTRATOR CITY OF BEACON, NY

This is a unique and exciting opportunity to provide overall leadership and management to a high quality of life local government. The City of Beacon, New York, is seeking an experienced city management professional to continue the positive overall leadership of the city government.

The City of Beacon is seeking a proven, dedicated, responsive, and experienced individual for its new City Administrator. The Mayor and City Council prefer its new City Administrator to be an individual who possesses at least seven years experience in a local government leadership and management capacity. A Bachelor's degree in Public Administration or a related field is required with a related Master's degree preferred. Or, in extraordinary circumstances, any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job. The Acting City Administrator is not an applicant for the position.

The City Administrator of the City of Beacon is responsible to the Mayor for the day-to-day management of the operation of the Beacon City government. The City Administrator is appointed by the Mayor with confirmation of the City Council and may not be removed from office without a majority vote of the City Council.

The City Administrator serves as the Chief Administrative Officer of the City and is charged with the responsibilities of supervision, coordination and administration of City Departmental activities. This includes formulation, presentation and administration of the City budget, development of program and policy alternatives and recommendations for consideration by the Governing Body, preparation of staff reports and keeping the Governing Body informed as to the operational and administrative activities and needs of the City.

The City of Beacon, population 15,541, and 4.9 square miles, is located in the southwest corner of Dutchess County, New York in the Mid-Hudson Region. Beacon is part of the Poughkeepsie-Newburgh-Middletown, New York Metropolitan Statistical Area. The City is situated on the East Bank of the Hudson River approximately 65 miles north of New York City and approximately 90 miles south of Albany. The City was named to commemorate the historic beacon fires that blazed forth from the summit of the Fishkill Mountains to alert the Continental Army about British troop movements.

The City of Beacon operates under a City Charter that specifies a Mayor/Council form of government. The elected-Mayor is the Chief Executive Officer of the City. Policy-making and legislative authority are vested in a City Council consisting of the Mayor and six members. The Mayor serves as Chairman of the Council and can take part in all discussions and can vote on issues.

The City Administrator is responsible for carrying out the policies and ordinances of the Governing Body, and for overseeing the day-to-day operations of the City government.

Beacon is a full-service City government providing services to citizens via a number of departments.

The City 2014 General Fund budget is \$18.7M plus the Water budget of \$2.8M and the Sewer budget of \$3.7M. Total assessed valuation of the City at year end 2013 was \$1,035,329,283. The City has approximately 110 FTE employees (not including crossing guards, seasonal workers, etc.). There are three bargaining units. The City is in excellent financial condition.

The Mayor and entire City Council is up for re-election in 2015.

The City Administrator of the City of Beacon is the top appointed official of the City government. The starting salary for the position will be dependent on the experience and qualifications of the selected individual. In addition, reasonable relocation expenses will be provided to the successful candidate. Residency in the City of Beacon or the surrounding area is not mandated but is preferred of the successful candidate.

For additional information on this outstanding opportunity, please contact James L. Mercer, President/CEO, The Mercer Group, Inc. at 770-551-0403; jmercer@mercergroupinc.com.

Confidential resumes by close of business December 1, 2014, to **James Mercer, The Mercer Group, Inc., 5579B Chamblee Dunwoody Road, #511, Atlanta, GA 30338. Voice: 770-551-0403; Fax: 770-399-9749. E-Mail: jmercer@mercergroupinc.com; Website: www.mercergroupinc.com EOE**

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