

CITY MANAGER CITY OF LEBANON, NH

This is an outstanding opportunity for a seasoned management professional to live, to work and to raise a family in a vibrant, micropolitan community located in western New Hampshire. The highly engaged City Council is seeking an experienced city manager to continue Lebanon's development as one of the nation's best places to live.

This Profile is intended for use as a resource in the search for the City of Lebanon's next City Manager, both to provide prospective candidates with key information and to provide a framework for discussions between individuals involved in the search process and prospective candidates.

Much information is provided herein but candidates are encouraged to learn more about the City of Lebanon on its website: <http://www.lebnh.net> and on the [Lebanon micropolitan area profile](#) website.

There is a strong desire on the part of the City Council and residents to better shape and control their future and not just continue to have it happen to them. Citizen engagement efforts are at an all time high. The most recent City Manager instituted a Citizens Academy (<http://academy.lebnh.net>) that provides interested residents with an in-depth opportunity to learn about City government and issues. This program has been well received and, along with many other outreach programs, has resulted in a better informed citizenry.

The City's resident population hovers around 13,500, but its estimated daytime population is nearly 35,000 with regional residents entering the City to work, shop, eat, visit doctors, dentists, banks, exercise facilities, and friends and family.

The City's largest employer is the renowned Dartmouth-Hitchcock Medical Center (DHMC) and affiliated Geisel School of Medicine. DHMC is the largest medical facility north of Boston and is New Hampshire's only academic medical center.

The City of Lebanon operates under a City Charter and a Council Manager form of government. The City Manager is the chief executive and administrative officer, appointed by and reporting to a nine-member City Council. All work of the Council is officially done by the body as a whole. The City Manager takes part in discussion of all matters coming before the Council, but does not vote. The City has a workforce of 175 full-time equivalents, of which 118 are represented by one of four unions.

The next City Manager will be recruiting and hiring a Police Chief. The position vacancy arose out of the Police Chief's announced retirement this year. The Police Department has a history of choosing its leaders from within the agency. Hiring for this position to carry on the tradition of excellent leadership will be a challenge and an opportunity. The Mercer Group will be heading up this recruitment effort.

The City operates on a calendar fiscal year. The annual budget is adopted by the City Council in December. The budget for FY 2015 is approximately \$50.2M, including general operations, water treatment and distribution, sewage collection and disposal, solid waste disposal, and municipal airport services and activities, plus capital improvements.

The City's debt load is carefully controlled, and bonds are issued through the New Hampshire Municipal Bond Bank utilizing the State's rate, so the City itself has no bond rating. The City's budget can be reviewed here: <http://manager.lebnh.net/home/manager-docs/budget>.

For additional information on the details of these Guiding Principles and separate Principles for Sustainability, please contact Jim at jmercerc@mercergroupinc.com

The City Manager job description provides detailed information about the duties, responsibilities, education, experience, skills and abilities required. The ideal candidate for City Manager would also have a Bachelor's Degree in a relevant field, preferably a Master's Degree or equivalent advanced degree, such as a Juris Doctor (J.D.) plus other skills and abilities as set out in the Recruitment Brochure at www.mercergroupinc.com

The next City Manager will be paid commensurate with his or her experience and qualifications, in keeping with the overall salary structure of the City of Lebanon. In addition, the City of Lebanon offers a substantial employer retirement contribution and an outstanding package of fringe benefits. A contract, with an appropriate performance review, will be negotiated with the successful candidate. The most recent City Manager's salary was \$130,000 with a monthly vehicle allowance of \$600. The City currently contributes 10.77% towards retirement, which will increase to 11.17%, effective July 1, 2015. Current contract language permits the City Manager to participate in the NH Retirement System or to enroll in the ICMA Retirement Corporation Section 457 Deferred Compensation or 401 Retirement Savings Plans.

Please note that the City Charter requires the City Manager to reside within the City of Lebanon.

Position open until filled. First review of candidates on June 15, 2015. Confidential resumes by COB on June 15, 2015, 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: jmercerc@mercergroupinc.com; Website: www.mercergroupinc.com EOE**

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