

**TOWN MANAGER
THE TOWN OF COVENTRY,
RHODE ISLAND**

This is an exciting opportunity for a seasoned management professional to live and work in a vibrant and expansive community in central Rhode Island. The Town Council is seeking a progressive, innovative and professional Town Manager to lead the organization for the future.

The successful candidate for the position of Town Manager of the Town of Coventry should meet the following criteria:

- Possess a Master's degree in public administration, business administration, or related master's degree from an accredited college or university.
- Display evidence of continued professional development such as designation as an ICMA Credentialed Manager.
- Have proven and demonstrated executive-level management experience with a minimum of five years of progressively responsible experience as a Manager or Assistant Manager in a municipality of similar size and complexity.
- Be an open, accountable, transparent, visionary leader with excellent communications and interpersonal skills and a high degree of diplomacy and charisma; be able to be hands-on when required.

The Town Council appoints a Town Manager by contract solely on the basis of ability. The Town Manager serves as the Chief Administrative Officer of the Town for an indefinite term. The Town Manager need not be a resident of the Town at the time of appointment but residency is required within 6 months after appointment.

The Town Manager reports to the Town Council, has all fiduciary and management responsibilities, carries out Town policies, recommends the annual budget, and enforces all applicable state and local laws.

The Town of Coventry, Rhode Island, is centrally located in the Pawtuxet River watershed 16 miles southwest of Providence, the State Capital.

The current population of Coventry is 35,014. It is the largest town in land area in Rhode Island, covering 64.8 square miles. This is supplemented by an additional 2.6 square miles of inland waterways and ponds.

See the Town website at www.town.coventry.ri.us for additional information.

The Town of Coventry operates under the traditional Council-Manager form of government as prescribed by the Home Rule Charter. The residents and Town Council

are all in full support of the form and of the Town Manager position.

The Town government provides a full-range of municipal services.

The Town budget is approved annually at a Town Meeting.

The Moody's bond rating for the Town is A1.

The starting annual salary will be market competitive depending on the qualifications and experience of the selected candidate. An excellent fringe benefit plan will be provided as well. Reasonable relocation expense reimbursement will be negotiated.

This position is open until filled. First review of candidates will occur on November 9, 2015.

Confidential resumes should be sent by close of business on November 9, 2015, to **James L. Mercer, President/CEO, 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**

The Town of Coventry is an Equal Opportunity Employer. The Town of Coventry does not discriminate on the basis of race, color, religion, creed, sex, gender, sexual orientation, age, marital status, national origin, political ideas or disability in employment or in the provision of services.

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