

DEPUTY CITY MANAGER THE CITY OF GREAT FALLS, MONTANA

The City of Great Falls seeks an experienced, motivated, and collaborative professional for the role of Deputy City Manager. The City Manager desires candidates who have a proven record of effective team management, are responsive, and demonstrate a high level of integrity. The Deputy City Manager is hired by and reports to the City Manager. He/she is a vital member of the City's Senior Management Team.

Great Falls operates with a commission-manager form of government. The Mayor and Commission serve as the City's legislative body adopting laws and ordinances, and providing policy direction for the operation of the City. The city manager oversees the daily operations of the City, prepares an annual budget, and enforces Commission adopted policies and ordinances.

While the City of Great Falls currently is experiencing modest expansion and redevelopment spike; the community historically has slow, but stable economic growth. The slower growth presents funding challenges for both capital and operational needs, but on the other hand, the presence of agriculture, a strong medical community, and two major military installations protects the community from wide economic swings.

The City has a new energetic Mayor with a vision of being more collaborative – promoting continued growth and finding ways to attract young professionals to the community. In general, the Commission works well together and through their differences have the best interests of the City at heart.

The City recently recovered from significant financial losses related to a failed electric utility. The community's financial position is strong due to collaboration between the Commission, the City Manager's Office and the City departments.

City Manager Greg Doyon is from Windham, Maine. The City Manager is amenable to considering a variety of options for organizational reporting relationships and duties for the Deputy City Manager depending upon the background of the candidate selected.

The Deputy City Manager (DCM) performs highly responsible and complex professional administrative work under the direction of the City Manager. The DCM assists the City Manager with the direction and coordination of the activities of assigned City departments and/or divisions; provides leadership in policy formulation and implementation of policies and procedures; promotes effective and efficient operations throughout the organization by facilitating interdepartmental cooperation and sharing of resources; and provides assistance to staff, department head team and the City Commission.

The ideal candidate for the position will possess a Bachelor's degree from an accredited college or university with major course work in public/business administration, planning, or a related field. A Master's degree in a related field is highly desirable.

Also required are five plus years of progressively responsible administrative or staff experience in municipal government. Three years experience in the office of a City Manager or as a department head desired.

An ICMA Credentialed Manager is strongly desired. Possession of a valid Montana driver's license or ability to obtain one is required.

The salary range is in the \$90,000s – \$109,000s depending on experience and qualifications plus benefits including a \$300 per month auto allowance and reasonable relocation package to be negotiated.

Position open until filled. First review of applications on August 12, 2016. In order to be considered for this position, please send your confidential resume and cover letter with current salary to jmercerc@mercergroupinc.com. For further information on this important opportunity, contact James L. Mercer, The Mercer Group, Inc., 1000 Cordova Place, #726, Santa Fe, NM 87505. Voice:505-466-9500; Fax: 505-466-1274. E-Mail: jmercerc@mercergroupinc.com; Website: www.mercergroupinc.com

Following date for first review of applications, resumes and application documents will be reviewed by The Mercer Group, Inc. based on the criteria established by the Great Falls City Manager. After a process, which will include interviews and detailed reference and background checks for those candidates who are determined to be best qualified for the position, a group of finalists will be presented to the City Manager for consideration. It is anticipated that finalists will be interviewed in the City of Great Falls during the months of September or October, 2016.

***THE CITY OF GREAT FALLS, MONTANA, IS AN EQUAL OPPORTUNITY
EMPLOYER AND VALUES DIVERSITY AT ALL LEVELS OF THE CITY'S
GOVERNMENTAL STRUCTURE.***

[Click here to download brochure](#)