

County Administrator

King George County, Virginia



To be considered, please submit a cover letter, résumé with salary history and five (5) professional references online by visiting Waters & Company Executive Recruitment (WCER) website at <https://waters-company.recruitmenthome.com>

Application Deadline: July 31, 2016

King George County, Virginia



King George County, encompasses 131 miles of shoreline on the Potomac and Rappahannock Rivers and is home to a growing population of over 25,000 residents that enjoy acres of unspoiled natural beauty as well as historic wealth and cultural diversity. King George is a transitioning community with a growing mix of residential and business development that places a high priority on quality of life through the protection of natural, cultural and historic resources. The County is also recognized as a regional leader in progressive planning, development and governmental services.

Separated from neighboring Richmond County in 1721, King George has a rich historical background that includes James Madison, who was born in the County; George Washington, who attended church within the County; and King George I of England, for whom the County is named. Today, the County is part of the thriving Greater Fredericksburg region, which is home to over 328,000 residents, and is uniquely situated between the major metropolitan areas of Washington, DC and Richmond.

The County maintains a diverse mix of economies from light industrial and manufacturing operations to high technology operations in software and engineering, which are mainly concentrated near Naval Support Facility-Dahlgren, the County's largest employer, a naval weaponry base with over 7,500 military, federal and civilian jobs. King George County remains as one of the highest concentrated locations in the nation for science, technology, engineering and math (STEM) jobs due to the Dahlgren facility and its support businesses, such as Northrup Grumman and Bowhead Systems Management.

Educational Opportunities

The King George County Public School system is comprised of three (3) elementary, one (1) middle school and one (1) high school, enrolling nearly 4,400 students. King George School students achieve a strong on-time graduation rate of 92.4% as well, higher than the Virginia state average.. In addition to public schools, the County offers two Governor's schools within close proximity to the County; the Chesapeake Bay Governor's School for Marine and Environmental Science and the Commonwealth Governor's School. Both schools offer highly sought after advanced placement and dual enrollment courses and enroll over 700 students.

Opportunities for higher education within or near the County are also abundant. Major campuses within a close proximity that enroll a large number of students include Germanna Community College, Rappahannock Community College and the University of Mary Washington Dahlgren campus which has a site presence by Old Dominion University. Of note, Rappahannock Community College has a site at King George High School which offers a variety of emergency



medical services, information technology and continuing education certificate courses to high school students.

Medical Care

County residents have convenient access to top quality health care facilities. Mary Washington Hospital in Fredericksburg is located 18 miles west of the County seat and is equipped with the latest in medical technology. The Hospital includes a 412-bed facility and 24-hour emergency room as well as air ambulance services. Spotsylvania Regional Medical Center is also within a close proximity to the County (30 miles) and serves as a major medical hub in the Greater Fredericksburg region. Conveniently located within the County are three private clinics, the County’s public health department and a range of medical practitioners. There is also one long-term care facility located within the County.

Recreation, Leisure and Entertainment

Opportunities in recreation and leisure are extensive within, and around, King George and demonstrate the County’s dedication to building and maintaining the quality of life for its residents. The King George Parks and Recreation Department sponsors many camps, events, programs and leagues at local facilities throughout the year such as football, baseball, softball, gymnastics, movies and ski trips. The County also operates a 10,000 square foot multi-purpose center that is available for dances, meetings and recreations programs. Additional facilities throughout the County include eight (8) ball fields; six (6) tennis courts; and three (3) parks, Barnesfield, Shiloh and Sealston. Barnesfield Park is a highly used facility complete with athletic fields, hiking trails and small boat landing facilities. The County is also home to the King George YMCA which provides a range of programs including indoor aquatics, exercise and sports programs for all age levels.

Tourism and travel continue to play a growing role in the economy of King George due to its close proximity to the Fredericksburg, Richmond and Washington areas which provides an opportunity to intercept the traveling public as they drive through the County to other locations. Of major popularity for tourists and residents are the Rappahannock and Potomac Rivers, each complete with beaches and opportunities for saltwater fishing and boating excursions. Located on the banks of the Potomac is the 2,579-acre Caledon Natural Area, a state park which is a nesting area for bald eagles. Historic points of interest are numerous throughout the County and include the birthplaces of George Washington and Robert E. Lee as well as Civil War sites. To maximize this growing trend, the County joined the Northern Neck Tourism Commission. Fine dining and entertainment options are many in nearby Fredericksburg.

Transportation

The County’s strategic location allows for convenient access to major travel routes, with U.S. 301 serving as a major route impacting the County. Two major airports are located within an hour’s drive of the County, Ronald Reagan Washington National Airport and Richmond International Airport. Each offers hundreds of domestic and international flights daily through major airline providers.





King George County Government

Mission: *To provide the most cost effective, respectful and responsive public services through innovative leadership, use of technology and the teamwork of its public officials and employees.*

The King George County Board of Supervisors is an elected body comprised of five (5) members, each representing one of the County's four (4) election districts with one member elected At-Large. Supervisors serve four-year staggered terms with one member appointed by the Board annually to serve as the Chair. As the County governing body accountable to the residents of King George, the Board of Supervisors is responsible for establishing administrative and legislative policy through the adoption of ordinances and resolutions, an annual budget and appropriating funds, and adopting and enforcing the County's comprehensive land use plans. The Board of Supervisors also appoints the County Administrator to act as the Chief Administrative Officer for the County.

Major strategic priorities which the Board has established for the County include:

- ❖ A secure financial future
- ❖ Supporting lifelong learning and quality educational opportunities
- ❖ Promoting public health and safety
- ❖ Building economic diversification
- ❖ Managing growth with rural preservation
- ❖ Providing a high level of customer service
- ❖ Staff development and retention

For Fiscal Year 2017, the County operates with a total operations budget of \$75.1 million and a real estate tax rate of \$0.68 per \$100 of assessed value. Today, the County employs nearly 200 full-time employees and holds a 'AA+' bond rating.

The County Administrator's Position

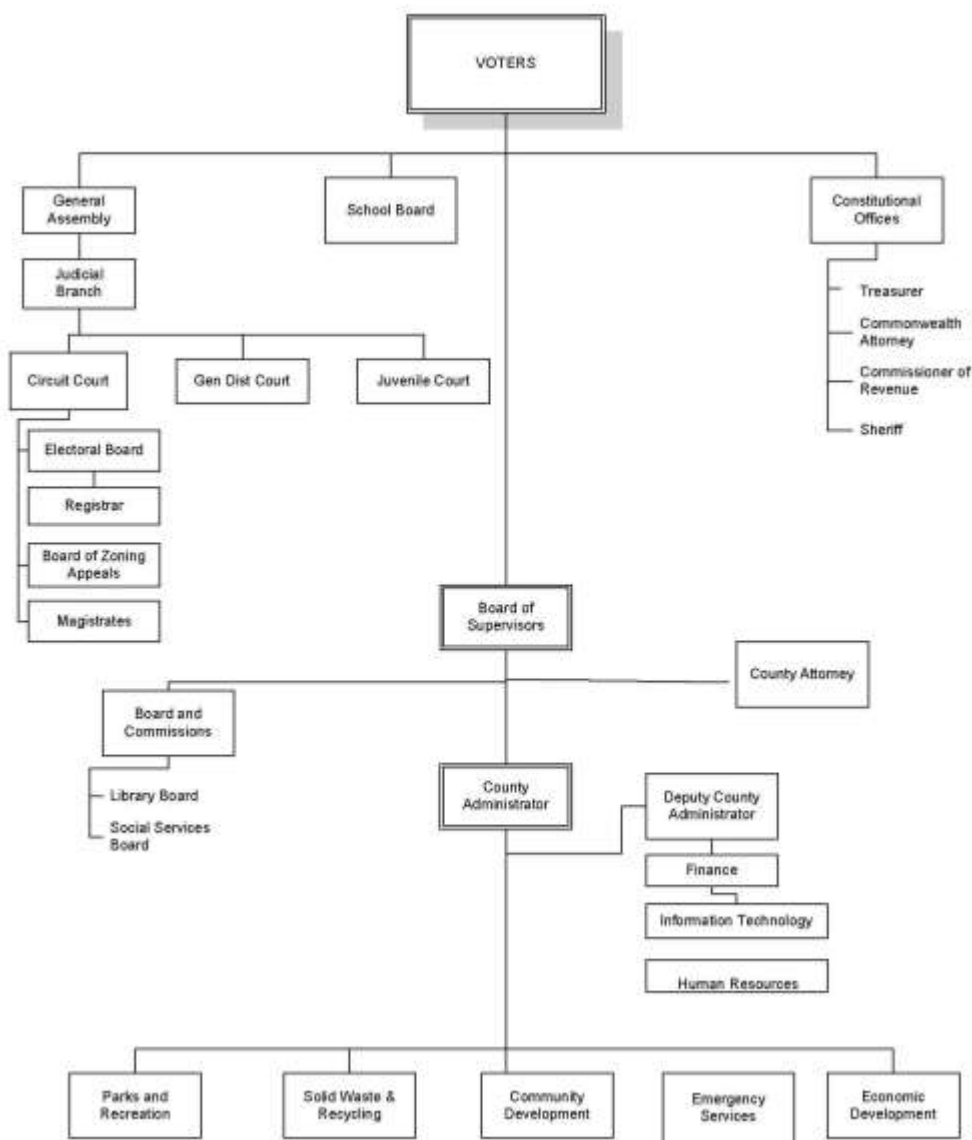
The County Administrator is the Chief Administrative Officer of County government and is accountable directly to the Board of Supervisors. The office serves as the executive management function for King George County Government. The County Administrator directs and supervises the day-to-day operations of all County departments and agencies under the direct control of the Board of Supervisors, pursuant to County ordinances and regulations; provides administrative support to the Board of Supervisors and coordinates and implements the Board's policy directives in regard to Board agendas, meetings, resolutions, legislative policies and constituent services. Additionally, the County Administrator serves as the Board of Supervisors liaison to the County's Constitutional Officers, the judiciary, regional, state and local agencies and authorities and community associations.

Government services provided by the County include public safety (fire/EMS), law enforcement, social services, health, economic development, parks and recreation and community development. The County also has a voting registrar's office, solid waste and recycling department, and a water and wastewater authority.

Major Issues Facing the New County Administrator

- ❖ Developing new revenue sources through enhanced efforts to diversify the County's tax base.
- ❖ Building a County identity and recognition within the region and state.
- ❖ Improving coordination, communication and relationships with independent County agencies, commissions and Boards.

King George County Organizational Chart



To learn more about King George County, please visit <http://www.king-george.va.us/>

King George County, Virginia County Administrator

Education and Experience

- ❖ Graduation from an accredited college or university in public or business administrator, finance, planning or related field; with a master's degree preferred.
- ❖ Considerable public or private sector management experience in a diverse, growing community or organization with a wide range of duties in operations and management.
- ❖ Experience and understanding of growth management, finance and budget, economic development, staff development and maintaining positive lines of communication at all levels.
- ❖ Designation as an ICMA Credentialed Manager is a plus.

Skills and Past Performance

Administrative Ability. Must have demonstrated a high level of performance in working with a variety of departments, Constitutional Officers, independent Boards and Authorities in a growing community or in a complex nongovernmental environment. Must be able to analyze administrative systems and provide recommendations to develop efficient and highly responsive operations for all agencies when called upon. Good communications and negotiating skills are a must, including the ability to make difficult recommendations and decisions in a timely fashion.

Board and Constituent Relations. Ability to take time to work with citizens, the Board and various advisory bodies and their members to keep them informed and explain technical processes. Should be willing to provide an acceptable level of detail and adequately inform the Board on a regular basis so that there are no surprises. Clear and concise written and oral communications with all audiences are essential. Must be able to accept constructive criticism and to implement needed changes. The successful candidate must be able to present all sides of an issue that affect the County to all parties in a clear, concise and unbiased manner.

Staff Relations. Must be visible and responsive to and willing to work with all levels of County staff on a wide variety of issues. Should be prepared and able to take complex policies and break them down into understandable terms as he/she leads the staff through policy implementation. Must be willing to work on team building among staff members and have a base of experience in building internal relationships.

Budget and Finance. Should have demonstrated knowledge and considerable prior experience in successfully managing a county, city or organizational budget of comparable size and complexity. Must understand methods of maximizing resources and ensuring a wise use of limited public resources.

Human Resource Management. Must demonstrate a personality that can communicate the Board's goals, needs and directives to employees and external customers. Must be able to lead and motivate County employees under his/her direction to a high level of performance and demonstrate fairness in dealing with staff. Should have demonstrated a commitment to improving governmental processes and employee accountability while expanding training opportunities to improve employee and organizational efficiency and performance.

Community Relations. Candidate must have the ability to understand the diverse needs of various areas of the County, community groups and the private sector in a growing, changing community. Candidate should be able to present a confident image of King George's local government and the services it delivers in a variety of settings to the community at large.

Intergovernmental Relations. Must be able to relate to maintain and/or develop a good working relationship with other local governments, regional organizations, the County's school division and state and federal agencies.

Professional Skills and Management Style

- ❖ Strong, confident leadership style which motivates staff by example, is results oriented and mission driven.
- ❖ Capable communication skills which allow for the smooth, clear transfer of information.
- ❖ Develops and maintains positive relations with citizens, community groups, members of the Board of Supervisors, County staff and other governmental entities.
- ❖ Ability to develop and serve as a trusted advisor to the Board, citizens and appointed commissions and committees.
- ❖ Trusted individual, who accepts direction from the Board of Supervisors and is able to implement complex policies in a timely manner.
- ❖ Ability to analyze large amounts of complex information and develop reasonable, practical and innovative solutions to identified internal and external problems and management issues.
- ❖ Fair in approach to decision making, when called upon, yet firm in application of policies, rules and laws.
- ❖ Creative in problem solving and able to think 'outside the box'.
- ❖ Self-starter, innovator, hardworking, producer who is not afraid to delegate.
- ❖ Cognizant of dual role as a public servant and public official and willing to become a part of the community.
- ❖ Flexible, can adjust to changing situations with the County's interest always in the forefront.
- ❖ Team builder who welcomes input from his or her staff and is available to them, when needed.

Compensation and Benefits

Salary for this position is negotiable dependent upon candidate education and experience. Benefits include but are not limited to use of a County vehicle, participation in the Virginia Retirement System, deferred compensation, vacation and sick leave, group life insurance, paid family medical insurance, professional dues and conference expenses. Moving and relocation expenses may be negotiated with the County. County residency is required within a reasonable time of appointment to the position.

Application and Selection Process

The application deadline is July 31, 2016. To be considered, please submit a cover letter, résumé with salary history and five (5) professional references online by visiting Waters & Company Executive Recruitment (WCER) website at <https://waters-company.recruitmenthome.com>. Following the filing date, résumés will be screened by Waters & Company based on the criteria established by King George County. The County will review recommended candidates who most closely meet the established criteria and finalists should be interviewed in King George in late July 2016. For more information, please contact **John Anzivino** at richmond@springsted.com.



King George County is an Equal Opportunity Employer