

TOWN OF WARSAW, VIRGINIA TOWN MANAGER

The Town of Warsaw, Virginia (1,498), located on Virginia's historic Northern Neck in Richmond County, invites applications from highly skilled candidates to serve as the Town's next Town Manager. The Town Manager serves as the Chief Administrative Officer of the Town and is an 'at-will' employee appointed by the Council. Responsibilities of the Town Manager include developing the Town's annual budget for Council review and approval, preparing Council agendas, overseeing Town departments and ensuring a high level of quality services are provided to the Town's citizens. The Town operates with a Fiscal Year 2016 budget of \$2,623,925 for all operations.

Qualified candidates must possess a bachelor's degree in business or public administration, planning or a related field, with a master's degree preferred. In addition, a minimum of five (5) years of senior management experience in a comparable local government or related organization is required. Significant experience working in public and/or private sector management in an organization of similar or greater complexity than the Town in both budget and staffing size is preferred. Candidates with private sector experience must demonstrate an understanding of municipal government and its challenges and may be considered on a case-by-case basis. Past local government experience of the candidate must show a high level of interest and successful achievement in areas that include economic and community development, redevelopment, working with and understanding the needs of existing businesses, understanding the needs and challenges of working in a small town setting, building Council and community consensus and dealing with human resources and budget issues.

The salary for the position is negotiable based on qualifications and experience. Benefits include but are not limited to participation in the Virginia Retirement System, vacation and sick leave, group life insurance, medical and dental insurance, professional dues and conference expenses.

A full profile describing the Town and the Town Manager's position can be found at <https://waters-company.recruitmenthome.com/> or on the Town's website: <http://townofwarsaw.com/>.

The application deadline is June 5, 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 the Town of Warsaw. The Town will review recommended candidates who most closely meet the established criteria and finalists should be interviewed in Warsaw during the month of June 2016. For more information, please contact **John Anzivino** at richmond@springsted.com.

The Town of Warsaw is an Equal Opportunity Employer

