

The Town of Ahoskie is seeking a qualified, energetic, and professional candidate for the position of town manager. The town manager manages the day-to-day operations of five (5) departments and over 50 employees with a total town operating budget of approximately \$11-million. The town has a long history of the council-manager form of government with mayor and five (5) councilmembers elected every four (4) years and with staggered terms. With a diverse population of more than 5,000, Ahoskie is the largest town in Hertford County.

A successful candidate is one that is mature, confident and an adaptable leader, whose accomplishments demonstrate effectiveness, outstanding verbal and written communication skills, and the ability to present multiple options for consideration, while making a clear and professional recommendation for a course of action. A successful candidate will further have a proven track record of forging partnerships with private and government entities to accomplish community goals and be successful at motivating and managing department heads to work as a team to accomplish organizational goals and positively represent the organization to citizens.

The Town Manager is responsible for planning, organizing, managing, directing, and implanting the goals and objectives of the Town Council. Duties will include short and long range planning, creating and articulating a vision of excellence for the organization, budgetary direction and guidance to Council and staff, leading long range and capital improvement program planning, overseeing financial management, overseeing operations of the Town, and working closely with the Council on major initiatives and priorities.

Applicants must have a Bachelor's degree in public/business administration (or related field) and five (5) or more years of local government management experience to be considered. A Master's degree in public/business administration is preferred. The successful candidate will not be required to stay within town limits but it is preferred. The successful candidate will be required to reside in Hertford County. Starting salary range is \$90,000 to \$110,000 plus 5% 401(k) contribution along with health, dental, vision and life insurance, paid sick, vacation and holiday leave. Please send resumes, cover letters, and at least three (3) references to: Town of Ahoskie, Attn: Town Clerk, PO Box 767, Ahoskie, NC 27910 or email completed applications to jenniferbracy@ahoskienc.gov.