

SOUTHERN TOWN CLOSE TO CAPITAL CITY SEEKS TOWN MANAGER



The Town of Rolesville in Wake County, NC (pop. approx. 7K council-manager form of government), is seeking an energetic, facilitative and visionary **Town Manager** who will wear multiple hats, with a special emphasis on excellent fiscal management and economic development. The Town Manager must have the ability to relate well to community and have the ability to partner with an engaged Board to carry out the strategic priorities of the Town.

Community Description:



The Town of Rolesville, one of the fastest growing in North Carolina, is a small town in northeastern Wake County in North Carolina. Wake County is the largest county (by population) in the State of North Carolina and contains the state's capital city of Raleigh. Rolesville is the second oldest town in Wake County originally incorporated in 1837. Only the City of Raleigh is older than the Town of Rolesville. Rolesville's roots began as a humble farming community of which many large family tracks are still cultivated today. Most of the large family farms in the heart of Rolesville have been developed into residential or commercial developments, allowing Rolesville to become one of the top three fastest growing communities in North Carolina every year since 2005.

Rolesville guides its future by embracing the past. Farming is still a major component to the community, which helps it keep the small-town atmosphere while being close to the larger city amenities. The new Town Manager must have a commitment to the "small town" atmosphere desired by Citizens despite the Town's inclusion in a larger metropolitan environment.

The current demographic statistics for Rolesville are as follows:

- Median Age: 36 years old
- Married: 62%
- Median family income: \$73,156
- Existing households: 2,113 homes
- Education: 80% graduated high school and 50% have a bachelor's degree or higher
- Race: 74% White, 18% African-American, 3% Asian, and 6.1% Other Race or Mixed, and 0.4% Native American

With its temperate climate and close proximity to both the mountains of North Carolina and Atlantic Ocean beaches, the Town of Rolesville provides residents the best of both worlds.

About the Organization and Position:



The Town Manager, who reports to the Mayor and a five-person Board of Commissioners, leads 34 FTE and oversees the departments of Administration, Parks and Recreation, Planning, Police and Public Works. The FY 17-18 general fund budget of \$6.7M is supported by a tax rate of \$.048 per \$100 of assessed tax value. In addition to supervising staff, the Town Manager must be effective at securing and overseeing contracted services.

Rolesville offers Natural Gas via PSNC, and water and sewer through the City of Raleigh. The Town provides fire protection by contract with Rolesville Rural Fire and Eastern Wake EMS. The Town Manager is also the staff liaison with the Planning Board and Board of Adjustment. There are a number of economic development opportunities facing the town along with the need to balance the agricultural history of the community and excellent quality of life. Their motto is "Celebrating our past, Embracing our future." Key strategic goals for the FY 17-18 year are to improve the overall appearance of the Town of Rolesville, increase economic development efforts, expand municipal athletic facilities, improve the Town Center Complex and continue to improve community relations. More information about the budget and strategic priorities can be found at <http://rolesvillenc.gov/wp-content/uploads/2010/10/FY17-18-Adopted-Budget-UPDATE-Oct.pdf>.

Qualifications:

Minimum education is a Bachelor's degree; however, Masters of Public Administration or equivalent graduate degree is strongly preferred. Successful candidate has 15-20 years of progressive management experience at department head level or higher within a small to mid-sized municipal government organizations. ICMA credentialed certification is desirable.

The successful candidate:

- has excellent strategic and prioritization skills;
- is strategic and innovative regarding areas for growth, new development and redevelopment while balancing strengths in single family home development and economic development for retail, industry, high density opportunities;
- is adept at constructively advising and providing guidance to Town Council in helping them achieve their vision and priorities;
- is comfortable being the face of the community, telling its story, advocating for opportunities and marketing strengths;
- has a proven track record in developing and supporting staff to achieve excellence;
- enjoys and embraces engaging with the community;
- skilled at diplomatically engaging with a diversity of stakeholders such as individual citizens, community groups, Board of Commissioner members, employees, regional, state and federal authorities in order to leverage Town opportunities and mitigate challenges;
- able to effectively recruit, retain, manage, develop and engage talented staff to deliver excellent customer service to both internal and external customers;
- has outstanding interpersonal skills both one on one and in groups;
- is a creative thinker in assessing ways to increase revenue and manage expenses;

- networks with peers in neighboring communities and in municipalities throughout the state;
- communicates excellently both verbally and in writing and possesses well-developed interpersonal skills and abilities; and,
- values accountability and holds high expectations of self and others while also being an effective and respected leader.

Salary range and Application Process:

Hiring range is \$105,000-125,000 with executive benefits. Salary commensurate with experience. Residency is required.

To apply, you must complete an online application via Developmental Associates' online system. Resumes may be uploaded to the system but will not be accepted in lieu of a fully completed application. The position closes **January 09, 2018**. Semi-finalists will participate in an assessment center February 15-16, 2018 in Rolesville. Questions about the process and optional materials may be emailed to Rolesvillehiring@developmentalassociates.com. For more information, visit the Town website at <http://rolesvillenc.gov/>. EOE