



Town Administrator/Manager

Hinesburg, Vermont

The Town of Hinesburg, Vermont (population 4,600) is seeking candidates for the position of its first town manager pending a vote by Hinesburg voters in March of 2021. If the vote does not support a town manager, the position will remain a Town Administrator. Hinesburg currently has a Town Selectboard/strong Town Administrator form of government, and has a municipal budget of \$4.2 million with 23 FT and PT municipal employees. Known for its engaged community, rural character, recreation opportunities, working landscape and green space, waterways (Lake Iroquois, etc.), vibrant village and a mix of industry and commerce, the town has the largest union high school enrollment in Vermont. With a great location in the Green Mountain foothills near Lake Champlain and access to Vermont's largest city (Burlington, Chittenden County), Hinesburg is poised to grow significantly.

The Selectboard is seeking an individual who is a collaborative team player with strong budget and financial management skills, experience developing and managing a team, and general knowledge of HR and collective bargaining, public works and emergency response operations. Candidates should also possess excellent communication, community engagement, organizational and problem-solving skills and have demonstrated leadership ability. Municipal management experience and a degree in public administration or related field are preferred, but candidates with comparable work experience are encouraged to apply. The successful candidate will receive an attractive compensation package including health and retirement plans and a competitive annual salary DOQ. Hinesburg is an EOE and values diversity and inclusiveness in the community and workplace.

Email resumes to dfrancis@hinesburg.org by **January 19, 2021** and position will be open until filled or pending March vote.