



CITY OF
TRAVERSE CITY

CITY MANAGER

AmyCell Talent
CONNECTING TALENT AND OPPORTUNITY

EXECUTIVE SEARCH PROVIDED BY AMY CELL TALENT



THE COMMUNITY

The world renowned Traverse City region in northern Michigan is beloved by tourists as a lakeside haven close to a wide array of activities and has been named one of the best Midwest ski towns, one of the best beach towns to live in, and has one of the most charming Main Streets in America. With its picturesque lakeside setting, nearby ski areas, and rustic wineries, it's no wonder that Traverse City stands out on countless lists as an excellent place to live, visit, work, and explore. As a tourist destination, the visitor population can grow to 500,000 people. The City of Traverse City has four seasons of outdoor recreation in over 35 parks within the City.

Traverse City is significantly more than a place to make cherished vacation memories. It is an incredible place to live and provides top notch amenities for all ages. This little big city is known for being bike and pedestrian-friendly (check out the walkability index!), its welcoming and inclusive nature, lovely neighborhoods that are full of history, a rich cultural diversity, year-round outdoor activities, and excellent schools and medical care.

The City is the regional hub with a diverse economy that operates its own utility and is home to Cherry Capital Airport. The City of Traverse City offers a talented and dedicated municipal staff, along with community organizations that are engaged, innovative and collaborative. For instance, the publicly acclaimed TART bike trail has been recognized as best in class and has been a model for other bike systems.

THE OPPORTUNITY

City Manager shall be the administrative officer of the City and shall hold office at the pleasure of the City Commission. Under the general supervision of the City Commission, performs a broad range of administrative and financial functions in support of the daily operations which serves the best interests of the entire Traverse City community. Oversees the functions of all City departments. Key responsibilities include:

- The City Manager shall serve effectively as Chief Executive Officer to the City Commission.
- Facilitate Commission action, including proposing draft ordinances, coordinating agenda preparation and providing complete information and background necessary for the City Commission.
- Keep Commission members well informed on issues that might become matters of community concern.
- Raise policy questions to the City Commission that may have either short-term or long-range ramifications for the City while providing the necessary back-up information, recommendations, and alternatives.

- Administer City programs effectively and efficiently with progress and status reports to the City Commission.
- Act as the City's Chief Labor Negotiator and participate cooperatively with the Traverse City Light and Power Executive Director in labor negotiations.
- Supervise City employees effectively and fairly in accordance with the Charter and adopted policies, including when necessary the appointment and removal from office of department heads, division chiefs and other employees.
- Administer financial resources effectively with particular emphasis on fiscal responsibilities in expenditures, revenue and investing. The City Manager shall present a clear, balanced budget which meets the needs of the community and City Commission and goals of the City Commission within resources available.
- The City Manager shall effectively maintain City relationships with the community, other levels of government and other appropriate entities.
- Represent the interest of Traverse City at other levels of government. The City Manager shall take a lead role in matters dealing with regional concerns.

ABOUT YOU

We seek an innovator, strong communicator, exceptional project manager, change agent, teambuilder and strategic leader who can work effectively with the City Commission, talented staff and engaged community to chart the vision for this exceptional community, and to put in place the strategies and tactics to achieve the community embraced vision. This candidate will effectively collaborate with all stakeholders, is excited about the current position and greater potential of the region, and embraces an engaged public.

The City Manager will have a role in helping to address key issues that are facing the City, including:

- Developing a long term strategic plan that aligns the Commission, staff and residents
- Balancing a wide range of needs, which are sometimes in conflict with each other (Townies/Tourists, Long term/short term needs)
- Infrastructure needs (Streets, stormwater, drinking water, parks, traffic/congestion)
- Affordable housing/high cost of living
- Homelessness



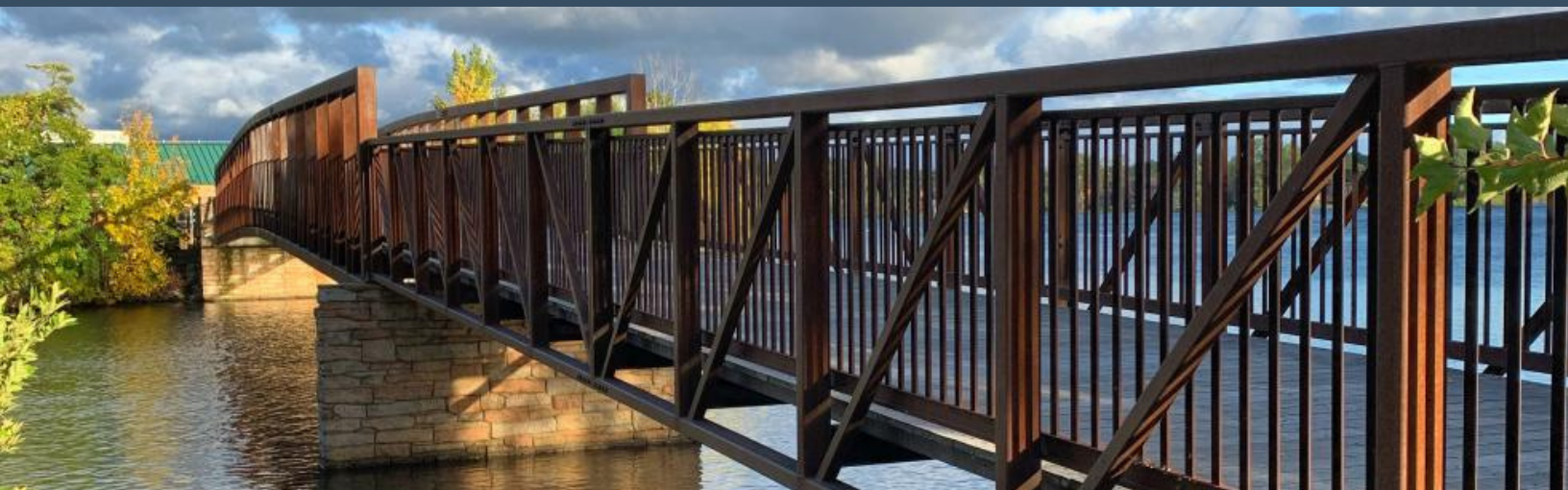
- Staff succession planning
- Climate change
- Modernizing city operations

In terms of the competencies required for the position, we would highlight the following:

- The ability to attract and retain top talent, inspire the team, embrace diversity within the team, manage performance, and be widely viewed as a strong leader who engages and supports others.
- Naturally connects with and builds strong relationships with others; demonstrates strong emotional intelligence and an ability to communicate clearly and concisely. Appreciates the wide range of experiences and perspectives in the community. Seeks to engage broadly and delights in educating the community regarding complex topics
- Understands that Traverse City is a regional hub and has a significant impact on the region. This necessitates regional collaboration and leadership.
- There is a need to align the community on a vision for the City, and to put together a long term plan to get there. This plan will then need to be prioritized and activated.
- You are passionate about public service and hungry for a challenging role that you can apply your experiences and creativity to set the course for a premiere City and region.
- You value the importance of a thoughtful long term plan for capital improvements and infrastructure needs.
- Able to navigate situations where there are differences of opinion, such as a group of residents that want growth, and another group doesn't want growth.

EDUCATION REQUIREMENTS

Bachelor's degree in public administration or related field. Master's degree (MPA or MBA) preferred.



HOW TO APPLY

To apply or view the job posting, please click on the link below:

City of Traverse City City Manager

Applications are requested by August 13th.

Candidates seeking confidentiality under Michigan law should clearly state their intentions.

Compensation range: \$160,000 - \$190,000

TRAVERSE CITY WEBSITES & SOCIAL MEDIA

- **Official Traverse City Website/Traverse City Tourism:** www.traversecity.com, Instagram: @traversecitytourism, Facebook: @TraverseCityTourism, Twitter: @TraverseCity
- **Pure Michigan - Traverse City:** www.michigan.org/traverse-city
- **Traverse City Record-Eagle:** www.record-eagle.com, Instagram: @record_eagle, Facebook: @TraverseCityRecordEagle, Twitter: @RecordEagle
- **National Cherry Festival:** www.cherryfestival.org, Instagram: @cherryfestival, Facebook: @NationalCherryFestival, Twitter: @cherryfestival
- **Traverse City Area Chamber of Commerce:** www.tcchamber.org, Instagram: @tcchamber, Facebook: @TCAreaChamber, Twitter: @TCAreaChamber
- **Traverse City Tart Trails:** www.traversetrails.org
- **Traverse City Ticker:** www.traverseticker.com, Instagram: @traversecityticker, Facebook: @TraverseCityTicker, Twitter: @TCTicker
- **MyNorth:** www.mynorth.com, Instagram: @mynorthmedia, Facebook: @mynorth, Twitter: @MyNorthMedia
- **Up North Live:** www.upnorthlive.com, Instagram: @upnorthlive, Facebook: @UpNorthLive, Twitter: @upnorthlive
- **Northern Express:** www.northernexpress.com, Instagram: @northernexpressmi, Facebook: @northernexpressmi, Twitter: @northernexpress
- **Traverse City Area Public Schools (TCAPS):** www.tcaps.net
- **Traverse City Public Library:** www.tadl.org
- **Additional Facebook group: "Traverse City Community"**

