



**VILLAGE OF LIBERTYVILLE, ILLINOIS
VILLAGE ADMINISTRATOR**

Libertyville, IL (20,315) Libertyville is a charming, vibrant community with a thriving downtown and excellent schools strategically located in Lake County, just 7 miles west of Lake Michigan and 37 miles north of Chicago. This highly regarded village provides its residents and visitors with an abundance of recreational, dining, shopping and entertainment opportunities. A family oriented community, residents enjoy high quality municipal services, beautiful parks and open spaces and a variety of recreational options. Libertyville is a politically stable, fiscally strong community with a \$60 million total budget and 162 full time and 200 part time employees. The Village Administrator is appointed by the Mayor/Village President and approved by the Board of Trustees. The Administrator is responsible for the administration of the Village Board's goals, policies and programs as well as the management of the Village's services. Libertyville is a full service non home rule community providing, police, fire, public works (including wastewater treatment), community development, finance and recreation. The Sports Complex and Recreation Department includes the operation of the Sports Complex, a regional sports and recreational facility. There have been only 2 Village Administrators in the last 51 years. The current Administrator is retiring after 25 years of service as Administrator. The Mayor and six Village Board members are elected at large on a non-partisan basis and work closely with the Village Administrator to ensure that all deliberations are civil, transparent and conducted with integrity. Candidates must have experience in the successful administration of municipal operations in a multifaceted suburban city/village; will have extremely well developed communication skills; excellent budget and finance skills; and, will exhibit a collaborative, welcoming approach with elected officials, residents, the business community, and employees. The position requires a minimum of ten years of increasingly responsible management experience in municipal government and a Master's Degree in public administration; or an equivalent combination of education, training and experience. Residency is required within a reasonable time frame. Starting salary range: \$180,000 +/- DOQ with excellent benefits. Apply with resume, cover letter, and contact information for three professional references by September 30, 2016 to www.GovHRUSA.com/current-positions/recruitment to the attention of Heidi Voorhees, 630 Dundee Road, Suite 130, Northbrook, IL 60062 Tel: 847-380-3243.