

**Village of La Grange, Illinois**  
**Assistant Village Manager**

La Grange, IL (15,550) Named one of the Best Places to Live in Chicago Magazine, La Grange is a thriving, family oriented community located 16 miles southwest of Chicago's loop. The Village is seeking highly professional, energetic candidates interested in serving as its next Assistant Village Manager. Located in Cook County, La Grange has a bustling downtown with excellent restaurants, high end retail, and a historic movie house. In addition, the community has beautiful neighborhoods and excellent schools all within 2.5 square miles and a short train ride to downtown Chicago. The Village is a full-service organization which provides Police, Fire, Community Development, Public Works, Financial and Administrative services. The Village has a \$33 million budget and 91 full time and 29 part time employees. Qualified individuals will be expected to have:

- A master's degree in public administration, business administration, public policy or related field with experience in human resources management and administration. Ideal candidates will have a minimum of 5-7 years of increasingly responsible experience in local government in an administrative and managerial capacity involving the planning, organization, implementation and supervision of projects and daily activities.
- Experience in the effective administration of all Village operations with a strong focus on human resources, strategic planning, collective bargaining, budgeting and communications. The Assistant Village Manager will provide highly responsible and complex administrative support to the Village Manager.
- A passion for community service with the willingness to work closely with not for profit and business organizations. The Assistant will assist the Village Manager and department managers in providing responsive, courteous and efficient service to the public.
- Strong technical and analytical skills, with demonstrated experience in financial planning and management, process analysis and technology deployment. Likewise, experience in administering and integrating strategic priorities across an organization is desired.

The successful candidate will work closely with the Village Manager in setting the course for the organization for the next generation as determined by the Village Board and will need to be creative, thoughtful and innovative in their approach to municipal service delivery.

Starting salary range is \$100,000 - \$120,000 depending on qualifications and experience. Residency is not required. This is a full time, Illinois Municipal Retirement Fund position. Please apply at once via our online application system at [www.govhrusa.com/current-positions/recruitment](http://www.govhrusa.com/current-positions/recruitment). Include résumé, cover letter, and contact information to Heidi Voorhees GovHRUSA. TEL: 847/380-3240 or email: [HVoorhees@GovHRUSA.com](mailto:HVoorhees@GovHRUSA.com).

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