

KENT COUNTY, MICHIGAN COUNTY ADMINISTRATOR/CONTROLLER

Kent County, MI (pop. 642,173) County Seat: City of Grand Rapids. Kent County is the 4th largest County in the State of Michigan, the largest with a non-elected Administrator /Controller, and home to the second largest city in Michigan, Grand Rapids. The County is the central hub of the Grand Rapids-Wyoming Metropolitan Statistical Area (MSA), which continues to be one of the fastest growing regions of the United States. Among the factors which have encouraged major growth and have attracted numerous firms from outside the area are: a strong but highly diversified base of industries, an excellent work force, educational opportunities, excellent employer/employee relations, good location and transportation facilities, utilities and possibly the most important, quality of life.

The County is governed by a 19-member Board of Commissioners. The Administrator /Controller is responsible for carrying out the policies set forth by the Board and overseeing the day-to-day operations of the County. The Board is elected on a partisan basis every two years from districts of approximately equal size. The other five elected officers of the County, which include the Sheriff, Clerk/Register of Deeds, Prosecuting Attorney, Drain Commissioner and Treasurer, are elected on a partisan basis serving four-year terms. The County has approximately 1,700 employees and a combined budget of \$342M (\$167M General Fund). The County's financial position is highly stable, with a AAA bond rating from S&P and Moody's.

The County provides a wide and varied range of services including: law enforcement, correctional facility, three court systems, veteran's services, co-operative extension, property tax collection, vital record management, social services, public health, drain code compliance, and parks. The Department of Public Works manages a waste-to-energy incinerator, a recycle facility and various landfills. Kent County also has close relationships with the department of health and human services, road commission, airport and zoo. The County is also a leader in participating in regional public-private collaborative projects.

The County is most interested in individuals who can think strategically and focus on the County's long-term goals, while maintaining the County's outstanding reputation and financial position. The successful candidate will have exceptional communication skills and will intentionally engage with the diverse constituencies of the County. The County values relationships and the next Administrator/Controller will need to be adept at developing positive relationships and embrace the collaborative culture of the community.

Candidates are required to have:

- Bachelor's degree; Master's Degree in Public or Business Administration or related discipline is strongly preferred.
- Ten (10) years of progressively responsible executive level experience; or an equivalent combination of education and experience.

- Prior County management experience is strongly preferred. Other public management experience is also highly valued.

Starting salary is \$150,000 to \$170,000, DOQE.

Apply online with resume, cover letter, contact information and five (5) professional references by October 20, 2017; to the attention of Jaymes Vettraino, Vice President, GovHR USA. Tel: 847-380-3240.

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