



AUGUSTA, GEORGIA

DEPUTY ADMINISTRATOR

MGT

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WHERE TRADITION MEETS TRANSFORMATION

Nestled along the Savannah River, Augusta is a vibrant city that blends historic charm with forward-looking innovation. With a population exceeding 200,000, it stands as the cultural and economic heart of Georgia. The city plays a pivotal role in national security and healthcare, anchored by major institutions such as Fort Eisenhower and Augusta University Health System.

Each April, Augusta takes center stage as the proud host of the Masters Tournament, drawing hundreds of thousands of visitors and generating an estimated \$120 million in annual economic impact through tourism, hospitality, and global media exposure. Beyond the greens, Augusta's walkable downtown, scenic parks, and year-round festivals foster a welcoming atmosphere, while its growing tech and manufacturing sectors drive economic expansion and opportunity.

Affordability is one of Augusta's most attractive qualities. The cost of living is approximately 16% below the national average, with housing prices and rental rates far more accessible than in many major U.S. cities. Coupled with a robust job market in healthcare, manufacturing, and cybersecurity, residents enjoy a high quality of life without the financial pressures typical of larger metropolitan areas.

Augusta's climate and location further enhances its appeal. Mild winters and warm, sunny summers promote an active, outdoor lifestyle. Its strategic position - just a few hours from Atlanta, the mountains, and the coast - makes weekend getaways both easy and enjoyable. With manageable traffic and a relaxed pace of life, Augusta offers the comforts of a small town alongside the amenities of a larger urban center.

Whether you're relocating to advance your career, grow roots with your family, or embrace a more balanced pace of life (or all the above), Augusta offers a vibrant mix of amenities, opportunity, affordability, and Southern charm.



DEMOGRAPHIC HIGHLIGHTS

(Source: U.S. Census Bureau)

Median Age: **34.6** years

Median Household Income: **\$50,492**

Median Home Value: **\$141,900**

Race/Ethnicity

Black: 56.4%, White: 33.9%, Two+ races: 5.8%, Hispanic/Latino: 5.3%, Asian: 1.8%

Educational Attainment

High school or higher: 87.7%

Bachelor's or higher: 23.8%

Average Commute Time: **21.2** minutes

Cost of Living: Approx **16%** below national average

These figures reflect Augusta's affordability, diversity, and accessibility, making it an attractive destination for top-tier talent and their families!

THE CITY-COUNTY GOVERNMENT

Augusta-Richmond County operates under a consolidated government structure, which was established in 1996 when the City of Augusta and Richmond County merged their operations. This unified government operates under the commission-manager form of government is led by a mayor and a 10-member commission. Eight commissioners represent individual districts, while the remaining two represent larger "super districts" that each encompass about half of the county's population. The mayor is elected at large, and all races are non-partisan.

This structure allows for streamlined governance and more efficient delivery of services across the entire region. While the cities of Hephzibah and Blythe remain independent municipalities within Richmond County, they still receive some services from the consolidated Augusta-Richmond County government.

Augusta-Richmond County has an approved FY2025 total budget of \$1.3 billion and 2,800 full-time equivalent (FTE) positions across all funds. The Deputy Administrator will oversee at least 8 department head positions.

THE POSITION

The Deputy Administrator assists the Administrator in overseeing the day-to-day operations of the county government. This key executive position provides leadership to multiple departments, ensures alignment with county policies and strategic goals, and acts as a liaison between the Administrator, department heads, elected officials, and the community.

KEY RESPONSIBILITIES

- **Department Oversight** – Supervise assigned departments, evaluate performance, and facilitate communication with the County Administrator.
- **Policy & Governance** – Attend Board meetings, interpret and help develop policies and ordinances.
- **Committee Leadership** – Chair or participate in interdepartmental groups; resolve conflicts.
- **Stakeholder Engagement** – Liaise with Mayor, Commissioners, agencies, and community groups.
- **Strategic Planning** – Support innovation, process improvement, and major projects.
- **Budget Management** – Review and manage departmental budgets; assist in annual budget preparation.

QUALIFICATIONS

- Bachelor's degree in public administration, public policy, business, or related field is required. Master's degree is preferred.
- Minimum of 7 years in progressively more responsible positions in local government.
- At least 3 years in a direct management role.
- Experience in:
 - budgeting, personnel management, strategic planning, and interdepartmental coordination and
 - local government operations, legislative processes, and public policy implementation.
- Valid Georgia driver's license or license from another state for transfer within 30 days of hire.
- Willingness to work irregular hours, including evenings and weekends.
- Ability to handle confidential and politically sensitive information with discretion.

PREFERRED CERTIFICATIONS

- ICMA Credentialed Manager (ICMA-CM)
- Certified City Manager (CCM)
- Certified Public Manager (CPM)



KEY COMPETENCIES

- **Strategic Leadership & Vision** - Lead long-term planning and cross-functional initiatives aligned with county objectives
- **Public Administration & Policy** - Oversee policy development and implementation with expertise in government regulations, budgeting, and intergovernmental affairs.
- **Governmental Expertise** in public administration, regulatory frameworks, budgeting, and intergovernmental relations at all levels.
- **Organizational & Financial Oversight** - Lead operational management, risk mitigation, contract administration, and multi-million-dollar budgeting, including capital planning.
- **Human Resources & Team Development** - Oversees personnel, labor relations, and executive supervision while fostering professional growth and interdepartmental cooperation.
- **Communication & Community Relations** - Delivers persuasive messaging across media, elected officials, and the public while promoting transparency and civic engagement.
- **Problem Solving & Strategic Thinking** - Resolves complex challenges through evidence-based decisions and innovative approaches to service delivery and governance.
- **Ethics, Integrity & Confidentiality** - Models principled leadership and ensure ethical compliance, upholding public trust through discretion and fairness.
- **Technology & Data Proficiency** - Leverages performance metrics, systems, and digital tools to inform policy and drive continuous improvement.
- **Change Management & Innovation** - Champions transformation initiatives, promote accountability, and cultivates a responsive, forward-thinking organizational culture.
- **Project Management** - Overseeing special projects, strategic initiatives, and emergency response coordination.

A Deputy Administrator in Augusta-Richmond County faces a dynamic mix of challenges and opportunities shaped by its consolidated government structure, evolving leadership, and community expectations as outlined below.

LEADERSHIP PRIORITIES AND GOVERNANCE

- **Shared Leadership Dynamics** - The consolidated government structure presents unique coordination challenges, as administrative authority is distinct from the Commission's direct oversight of departmental leadership.
- **Charter Evolution and Strategic Review** - Active dialogue around charter reforms signals a community-driven effort to strengthen the structural foundation of local governance.
- **Community Engagement and Expectations** - Calls for increased transparency, ethical leadership, and public responsiveness reflect a growing civic investment in government decision-making.
- **Leadership Transition and Continuity** - Recent changes on the executive team invite opportunities to rebuild trust, modernize systems, and ensure a smooth onboarding process for new leaders.
- **Collaborative Governance** - Balancing the priorities of all elected officials, including the Mayor and Commissioners, require nuanced relationship-building and strategic consensus.
- **Change Management and Cultural Adaptation** - The consolidated government team members have consistently delivered reliable service, ensuring smooth financial operations and operational stability. This steadfastness has been a cornerstone of its success, though it has at times fostered a culture less inclined to rapid change or innovation. Efforts to implement improvements, particularly those focused on innovation and accountability, may encounter cultural resistance, necessitating thoughtful change leadership.

IDEAL CANDIDATE PROFILE

- Proven strategic thinker and collaborative leader.
- Expert knowledge of local, state, and federal public administration.
- Exceptional written, verbal, and public speaking skills.
- Identifying team-focused organizational development strategies to effectively engage and grow talent throughout the reengineering of processes and systems.
- Highly proficient in policy frameworks, budgeting tools, and performance metrics.
- Committed to ethical governance, community impact and building trust.



STRATEGIC OPPORTUNITIES

- **Fostering a Culture of Excellence** - With the Commission's emphasis on evolving the organizational culture, administrators have a pivotal opportunity to guide transformational change building on what works, while nurturing a more collaborative, innovative, and values-driven environment.
- **Strength-based leadership alignment** - Deferring operational assignments until the Deputy Administrator is appointed allows for a thoughtful evaluation of the leadership team's strengths. This deliberate approach encourages strategic alignment across the executive team.

Each key leader in administration must have a mindset of curiosity and creativity to drive exploration of a broad range of ideas and solutions. Yet once the strategy is chosen, it requires collective focus, alignment, and seamless execution to turn plans into impact.

- **Streamlining operations, revitalizing policies, and driving innovation** - A transformational period calls for decisive restructuring and innovation. The next leader must combine expertise, vision, and a mastery of best practices to strengthen systems, empower teams, and position the organization for future success. The scope and significance of these initiatives make it a defining leadership opportunity for the right candidate.
- **Civic accountability** - The structure of departmental accountability to elected officials reinforces transparency and responsiveness, ensuring decision-making reflects the diverse voices of the community.
- **Team reinvigoration** - With key vacancies being filled with fresh perspectives, the county is poised to build a dynamic and high-performing leadership team.



MISSION

To provide to all its citizens cost-effective, high-quality government services and an environment which enhances the economic well-being and quality of life in the Augusta Metropolitan Area.

Augusta
GEORGIA

OPERATIONS VISION

- Create a culture of Performance Management that focuses on assessment and improvement, driven by standards and accountability, and using technology as a critical and essential tool to enhance processes
- Develop a strategic plan featuring goals that are designed to drive Augusta forward by making the most of business assets, historical heritage, natural resources and local commitment and talent
- Build budgets that seek new sources of revenue while rewarding excellence and creativity, encouraging fiscal responsibility, and seeking new sources of revenue to mitigate budget challenges in difficult times
- Establish a citywide culture of customer service at all levels of local government, so that every employee and official considers customer service to be their highest responsibility

COMMISSION VISION

- Develop a team-centered approach to problem-solving emphasizing effective communications with citizens and among elected officials, as well as establishing continuity of purpose and action for the commission
- Establish a focus that is city-wide, focusing on the “whole” of Augusta being more than the sum of its individual parts, neighborhoods, or districts
- Create an environment of respect and trust between commissioners, staff, and the citizens
- Seek ways to reach out and spread the word regarding the “good news” about Augusta

COMMUNITY VISION

- Seek means for Augusta to be nationally recognized as a global destination of excellence and known as the premier and most talked-about mid-sized city in the country
- Build our community and tax base by emphasizing economic development and livable, sustainable communities that can grow while protecting our valuable natural resources
- Focus on “One Augusta” that celebrates our geographic, socio-economic, and racial diversity as strengths, using them as leverage to build partnerships that will make Augusta a place for people of all backgrounds to live, work, play, and prosper



MORE IMPORTANT INFORMATION

- Hiring range for the position will be determined by Commission based on qualifications up to \$175,000. The consolidated government is in the process of conducting a compensation study during 2025.
- Relocation assistance may be considered for the successful candidate.
- The deadline date for applications is Monday, November 24, 2025.
- To apply, please go to: www.GovHRjobs.com and submit a cover letter, resume, responses to supplemental questions and contact information for five professional references
- For questions, please contact Joan Walko, MGT Sr. Consultant at (410) 499-9586
- The city offers a highly competitive benefits package including eligibility in the GMEBS Plan, a 401(a) Defined Benefit pension. For details of all benefits, go to: [2025 Benefits Summary](#). (Rates for FY2026 will not be available until later in the year.)

The Augusta-Richmond County Consolidated Government is an Equal Opportunity Employer/Drug Free Workplace.

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