



HANOVER PARK, ILLINOIS

# VILLAGE MANAGER

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## THE POSITION IN BRIEF

The Village Manager is in charge of the Village's day-to-day operations, including budgets totaling approximately \$100 million. The Village Manager oversees a workforce of approximately 220 employees in a financially stable organization. The Village President and Board of Trustees are looking for a forward-thinking, collaborative, and dynamic professional with strong communication skills.

## THE COMMUNITY

In the late 1870's, the area that is now Hanover Park was primarily small farming communities. In 1873, Edwin Bartlett donated land for a Chicago & Pacific Railroad depot. The community's first general store and a post office soon followed. In 1874, Mr. Bartlett platted the village of Ontario after a legend telling of an indigenous trail that traversed through the land running from Lake Ontario to Green Bay. Renamed Ontarioville, the Village grew and was eventually incorporated in 1958 as the [Village of Hanover Park](#).

In the 1970s and 1980s the Village experienced explosive population growth, growing by double digits until around the year 2000 when the Village's population settled to its current 37,470 (2020 U.S. Census). Today Hanover Park is a dynamic, multicultural community with small-town, friendly residential neighborhoods and vibrant businesses. With more than 80 different nationalities and 30 spoken languages represented, Hanover Park proudly calls itself "America's Global Village."

Located in both Cook and DuPage counties, the Village has a strong business community with more than 600 retail, commercial and manufacturing businesses. There are more than 5,000,000 sq. ft. of Class A industrial development located within three business parks and 23 shopping centers ranging in size from 6,000 sq. ft. to 200,000 sq. ft. More than 60 food establishments are located within the Village including family friendly, ethnic, and fast-food restaurants. With major state east/west and north/south routes, close proximity to the interstate, and an in-town Metra commuter rail station, access to greater Chicagoland is easily achieved.

## A SNAPSHOT OF HANOVER PARK'S DEMOGRAPHICS TODAY:

Median Age: **34.7**

Land area: **6.5** square miles.

Hanover Park's diversity: 37% White, 15% more than two races; 7% African American; 18% Asian; Hispanic or Latino of any race make up 40% of the population.

Number of households: **11,113**

Median Household Income: **\$92,263**

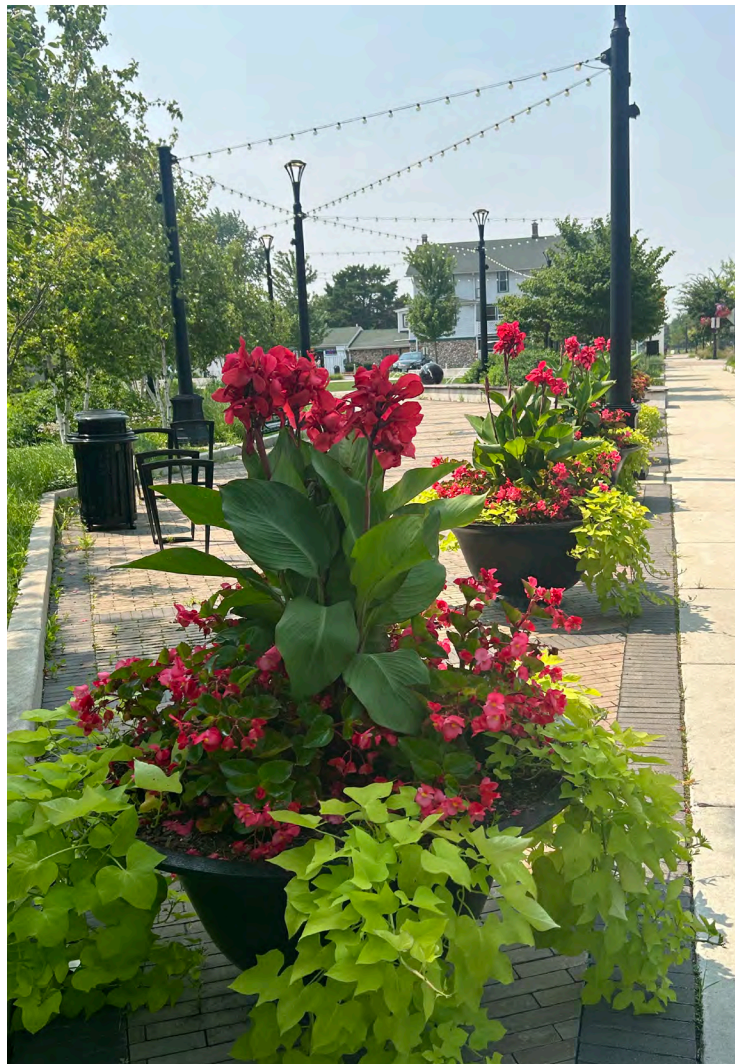
Median value of a Hanover Park home: **\$315,227**

Bilingual households: **40%**



Some points of pride for the Village include:

- Since 1991, the Village has achieved the GFOA Certificate of Achievement for Excellence in Financial Reporting.
- The Village has also achieved GFOA's Distinguished Budget Presentation award for many years.
- The Hanover Park Police Department is CALEA accredited.
- There has been a continuous pattern of Part 1 crime reductions in the last 20 years.
- No property tax increases for 10 years.
- A recently built second fire station and state-of-the-art police headquarters.
- The fire department recently joined the West Suburban Fire Alliance Rescue group.



## VILLAGE GOVERNMENT AND THE VILLAGE MANAGER

Hanover Park is a home-rule community in accordance with Illinois’s State Statutes, and since 1971 operates under the Council/Manager form of government, with a Village Manager (as defined by Illinois Statutes) providing day-to-day oversight of municipal operations.

The Village is led by a seven-member body: [the Village President \(also referred to as the Mayor\) and six Trustees](#), each serving staggered four-year terms. Elected officials pass ordinances, adopt the budget, and set policies, while the [Village Manager](#)— appointed by the President and Board of Trustees for an indefinite term —oversees daily operations, appoints department heads and the deputy village manager, and advises elected officials on policy matters.

The Village is a full-service municipality providing a range of services including police, fire/paramedic service, public works including utilities and engineering, community and economic development, finance, HR, and IT. The Village has a full-time staff of about 220 employees.

Regional authorities provide municipal water and sewer utilities. Lake Michigan water is obtained via the Northwest Suburban Municipal Joint Action Water Agency serving seven northwest suburban communities, including Hanover Park. Wastewater is treated in Cook County by the Metropolitan Water Reclamation District of Chicago. In DuPage County, wastewater is treated by municipally owned treatment plants.

The Village Manager leads the executive management team in key decisions regarding financial management, strategic planning, economic development, capital planning and development, and intergovernmental relations. The last Village Manager served as a strategic partner to the elected officials in executing their vision and retired in late 2025 after 13 years of service to Hanover Park.



## CHALLENGES AND OPPORTUNITIES

In the development of this profile, the Mayor, Village Trustees, and Village staff leadership identified these issues and initiatives that will need the next Village Manager's attention in the upcoming years.

**Fiscal Management.** The Village is in a strong financial position, with its fund balance exceeding 70%. The Village takes care to reinvest in the community's assets such as its five-year IEPA funded watermain replacement program, updates to the community's sports complex, and recent completion of Ontarioville plaza and park improvements. Like all Illinois municipalities, however, the Village's finances are tested by inflation-fueled expenditures as well as the constraints guiding the generation of revenues.

Similar to many older Midwestern cities, infrastructure and capital improvements are always at the forefront of attention, and in Hanover Park, a robust list of projects is always under consideration. For instance, in the last four years, the Village has dedicated significant resources toward its street rehabilitation program. In that time, road conditions for 70% of Village streets are now rated good or better, versus four years ago when only 30% of Village roads were in that condition. Still, more work needs to be done in this area.

As the Village has skillfully managed its financial bottom line and reduced its property tax rate, it has not come at the expense of providing Village staff the capital and human resources they need to do their work. This deft handling of Village finances is expected to continue under the leadership of the next Village Manager.

Therefore, the new Manager can expect to work closely with the elected and appointed officials with seeking out new sources of revenue as well as continuing to find ways to deliver Village services most efficiently and cost-effectively. He or she can also anticipate guiding the Village to meet the Village's infrastructure goals by forecasting how the Village can keep on top of infrastructure and capital demands. [The latest Village budget can be accessed here.](#)





**Development and redevelopment.** Community and economic development issues are expected to be a significant focal point for the next Village Manager. The Village has an active business community, and a robust business retention program that the next Village Manager can expect to take a prominent role in moving forward.

The Village continues to advance its long-range vision of [creating a vibrant downtown](#) centered around the Metra commuter rail station, located a few blocks from the municipal campus. Beginning with the Village Center & Transit-Oriented Development Plan in 2012, the Village has worked diligently toward establishing a Village Center to accomplish the following goals: Create a focal point and community gathering place for all residents and visitors; expand economic development opportunities in the Village, especially around transportation hubs; and increase transportation options for all residents. To implement land use recommendations outlined in its adopted plans, the Village Board approved the addition of Village Center Zoning Districts to the Zoning Code in 2022. These districts establish enhanced regulations and guidelines to guide future development within the Village Center area.

The Village has shown throughout the years its openness to stimulate business growth and retention, and a willingness to incentivize development. For instance, the Village has created five tax incremental finance districts, three of which are currently active. A robust façade improvement grant program is also in place.

While modest housing development is occurring, the Village has identified additional pent-up housing needs that span the financial spectrum, i.e., from workforce housing to higher-end single-family products. There is a significant share of multi-family housing and mixed-use available, and there is developer interest in this market, but single-family housing options are limited as is green space, all exacerbated by higher interest rates. The Village finds, too, that it competes with its neighboring communities as developers and homebuyers consider their building and buying options beyond Hanover Park.

With all of these conditions in play, the next Village Manager can expect to partner with elected officials, the Director of Community and Economic Development, the Hanover Park business community, the Bartlett Area Chamber of Commerce and the Northwest Hispanic Chamber of Commerce, the Choose DuPage Economic Development Alliance and other economic development stakeholders to advance the area's common goals for addressing development, redevelopment, business retention and attraction, and housing growth opportunities.

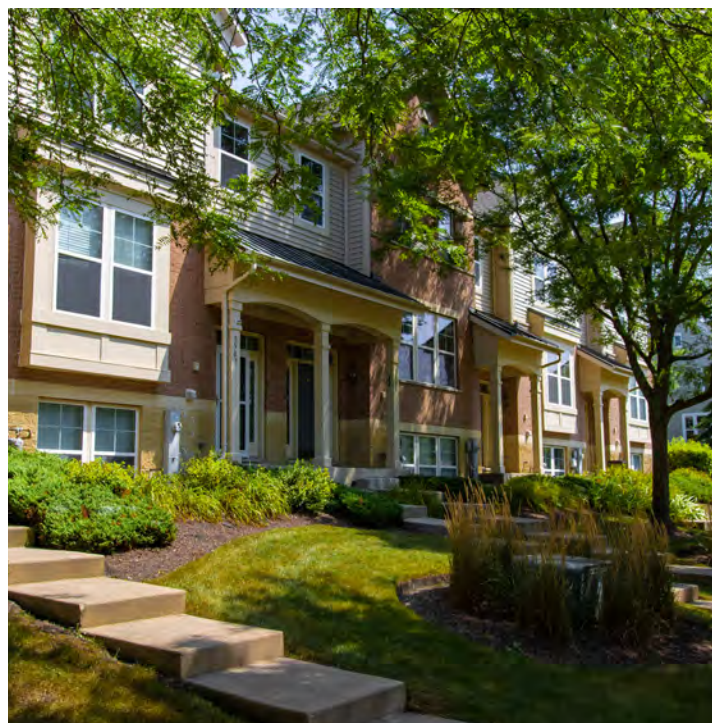
**Team Management, Collective Bargaining and Organizational Culture.**

The new Village Manager will join a highly collaborative management team whose tenure reflects skilled commitment to the Village. Most are seasoned, long-tenured employees, yet a few department leaders are newer to their position and the organization.

The next Village Manager will find a team of professionals eager for a leader that is collaborative, fair-minded, and communicative, one who encourages professional growth and development. During the next Manager’s tenure, too, it is likely that some department heads will retire.

The Village has six unions, with two collective bargaining agreements due for renewal in 2026. Labor-management relations are cordial and collegial, and overall wages and benefits are deemed fair and competitive. There is no civil service.

Steady, mature and professional leadership on the part of the new Village Manager is desired by the Mayor, Board of Trustees and the management team, as the relationship and respect among and between the elected officials and the management team is exceedingly positive. In addition, an ability to develop a big-picture view of the organization and community, while also being fluent on operational details, will be valuable for success in the position.



**Strategic Plan.** In December 2025, the Village Board approved the Village's 2026-2028 Strategic Planning and Goal Development Update. The Village is committed to building a strong and resilient future by managing resources responsibly, fostering economic growth, and investing in the community. Within this [Strategic Plan](#), the Village's Mission and Vision statements were updated. They are:

Accordingly, and with this revised plan in place, the next Village Manager can expect to play a key role in advancing these goals and objectives.

## MISSION STATEMENT

To deliver exceptional municipal services to enhance our high-quality community.

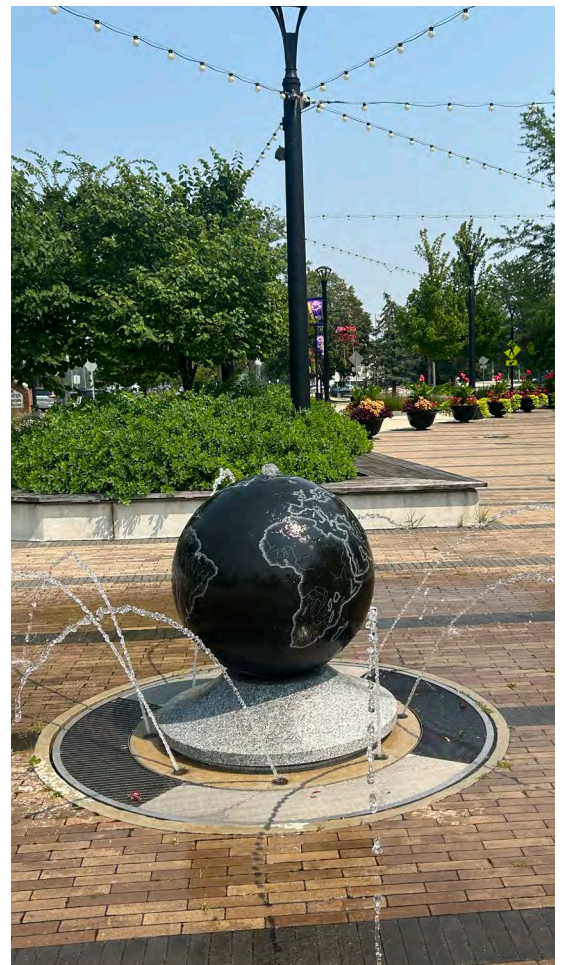
## VISION STATEMENT

- To be recognized as a great community to live, visit, work and do business.
- Service through innovation.
- Fiscally responsible and transparent.

## STRATEGIC GOALS

In the plan, these five key strategic goals were identified:

1. Financial Health
2. Focused Economic Development & Redevelopment
3. Maintain & Enhance Infrastructure
4. Community Image & Identity
5. Effective Governance





**Community Engagement.** Understanding and feeling comfortable working in a fast-paced environment, with community stakeholders that are exceptionally engaged and expect a high-level of service will be an important ingredient for this position's success. Hanover Park citizens are proud of their community's socio-economic and racial diversity. They are actively engaged in their local government and stay abreast of civic matters. Diversity of opinions is also cultivated and informs the dialogue with and among elected officials and community stakeholders.

Village leaders talk about many of the Village's strengths, opportunities and challenges as it relates to the richness of their hometown's diversity. Residents and business owners find the Village an enviously desirable place to live, and they are proud of Hanover Park's eclecticism, and its acceptance for differences and the depth in which residents care deeply for their community.

As such, the next Village Manager joins a team of highly engaged elected officials and community stakeholders who are comfortable addressing challenging issues. The new Village Manager should welcome working with a variety of stakeholders and opinions. In addition, the Village Manager should be comfortable having a visible, active and embedded role in the Village, the organization and the community.

**Organizational Design and Service Delivery.** The new Village Manager is encouraged to assess the municipal organization and, over time, evaluate service delivery processes, procedures and methods. A fresh-eyed look at departmental and divisional organization, resource-sharing, and interactions with residents and the business community is welcomed, as the Village is open to continuous improvement, new approaches, and a customer-focused philosophy.

**Intergovernmental Relations.** Hanover Park has been a regional leader in cultivating networks and strong working relationships with its municipal neighbors, communities in the greater Chicago area, Councils of Government, regional cooperatives, and state legislative connections. Continued strong intergovernmental relationships within the region are keenly important, and the next Village Manager can expect to play a leading part that complements the Village elected officials' role in developing close working alliances with state, county and municipal partners and neighbors.

## IDEAL CANDIDATE

The Village is seeking proven, progressive and passionate-for-public-service candidates committed to excellence in the delivery of public services. Candidates should have an equivalent combination of education, training and experience which provides the required knowledge, skills and abilities, as outlined below:

### Must Haves –

- Master's degree (M. A.) in public administration, business administration or related field; six to ten years related experience in the planning, coordination, and financing of various activities in municipal government and/or training; or equivalent combination of education and experience. ICMA credentials is a plus.
- Proven leadership, managerial, and people skills to guide a dynamic organization with high customer-service expectations.
- Strong fiscal management skills and economic development experience.
- Excellent communication, diplomacy, and community engagement skills.
- Team-oriented, strategic-thinking approach toward staff leadership, human resources skills and supervisory experience.

### Management Style and Traits –

- Be an articulate and effective communicator, both orally and in writing, someone who is comfortable listening to and talking with a wide spectrum of people, and someone who can clearly and concisely present written and oral information to decision makers.
- Have a history of regularly communicating with elected officials, keeping them abreast of Village matters and developing issues.
- Be a strong leader able to successfully facilitate and assist staff to identify, analyze, prioritize, and thoroughly deliberate and address administrative and management issues which are critical toward meeting both current and longer-range needs of the overall community.
- Be a self-starter who has the vitality and energy to motivate and lead others.
- Have the ability to lead an organization in establishing goals and objectives that are achievable and accountable.
- Have fine-tuned intergovernmental relations skills.
- Have a record of keeping up with modern municipal technology, programs and procedures, understanding how technology can be used to enhance transparency in government, increase efficiencies and provide better customer service for residents.
- Possess well-developed organizational skills and have the ability to balance numerous projects and issues while keeping on task. Know when to drill into the details and critically assess issues without losing sight of the Village's bigger, strategic direction.
- Be a people person, sincerely personable, patient, and accessible, and one who can relate with all persons in the community. Have a sense of humor.
- Promote a strong, service-oriented, customer-relations approach by all municipal employees in dealing with citizenry.
- Have complete personal and professional integrity, gaining respect and inspiring the trust and confidence of subordinates, co-workers, and elected and appointed officials, as well as the general public.



## COMPENSATION, BENEFITS, AND THE ORGANIZATION'S CULTURE

The Village Manager is appointed by and reports to the Village President and six-member Village Board of Trustees. The starting salary range is \$230,000 - \$265,000 +/- DOQ, plus a competitive benefit package. Residency is not required.

The organization prides itself on its commitment to customer service and teamwork. Staff has a great deal of daily interaction with one another and report strong interdepartmental relations. The organization is lean, and Village staff possess a high-output work ethic. The Village is an equal opportunity employer and values diversity in its workforce.

## HOW TO APPLY

Candidates should apply by May 6, 2026 with resume, cover letter and contact information for five work-related references to [www.GovHRjobs.com](http://www.GovHRjobs.com) to the attention of Lee Szymborski, Senior Consultant, MGT, Northfield, IL. Tel: 847-380-3240.

