

FAYETTEVILLE, NORTH CAROLINA ASSISTANT CITY MANAGER



EXECUTIVE RECRUITMENT



FAYETTEVILLE, NC (POP. 208,000) – Fayetteville, NC is one of the most family-friendly, patriotic and diverse communities in America. As the home to Fort Bragg, the Army’s headquarters for Airborne and Special Operations, Pope Airfield and the Army Forces Command, Fayetteville proudly serves the 57,000 military, 11,000 civilian employees and 23,000 family members making it one of the largest military installations in the world.

The city is constantly growing, changing and supporting its more than 208,000 residents, making it the sixth largest City in North Carolina. With a median age of 30.7, Fayetteville is filled with the energy of young adults and families with young children. Whether walking the Cape Fear River Trail, visiting Fascinate-U Children’s Museum, or attending one of the annual festivals or events, the city offers year-round entertainment and recreation opportunities for everyone. Conveniently located within a couple of hours’ drive of Myrtle Beach and other popular east coast beaches, families can make day trips to the ocean or they can head north to the scenic Blue Ridge Mountains for a weekend of camping, fishing or hiking.

The community has a rich history that goes back to 1762, in the early days of America and was named after the Revolutionary War hero, Marquis de Lafayette. Historical landmarks woven throughout the downtown area connect the past to the present and future. The historic downtown offers quaint specialty shops, unique dining venues, antique shops and bookstores.

Downtown is also home to a new baseball stadium that houses a Minor League affiliate of the Houston Astros. The stadium is adjacent to a recently redeveloped historic hotel property offering residential and mixed-use units, spurring numerous other retail and dining attractions to the area. Significant attractions like the Airborne Special Operations Museum, Festival Park, outdoor activities, sports complexes and the North Carolina State Veteran’s Park make Fayetteville a destination for travelers.

Growth in Fayetteville is expected to continue with the construction of the I-295 loop around the city. While not all of the area is within the city limits, it is expected to spur development at the interchanges as well as provide an avenue for the development of additional commercial and residential growth within the city. Fayetteville is also a short drive from Raleigh, the state’s capital, Charlotte and North Carolina’s beaches and mountains.

The mission of the city is to provide sustainable, high-quality public services for our communities to thrive and businesses to grow. With creative energy, vibrant history and compassionate people, Fayetteville always finds a way. That is why they are America’s Can-Do City.



SCHOOL SYSTEM/EDUCATIONAL OPPORTUNITIES

CUMBERLAND COUNTY SCHOOLS DISTRICT - “The School System of Choice” is the slogan of the Cumberland County Schools District (CCS). CCS is the 5th largest school district in North Carolina. All 51,000+ students are prepared through comprehensive PK-12 programming and extensive extra- and co-curricular offerings. With Fort Bragg located within school district boundaries, CCS works closely with military students and families as they transition to and from Fort Bragg. The district focuses on engaging students to include emphases on attendance and customized learning opportunities. CCS seeks to prepare students for college, career and citizenship. Pre-Kindergarten through twelfth grade students are served in 52 neighborhood elementary schools, 18 middle schools, 17 traditional high schools and an alternative high school.

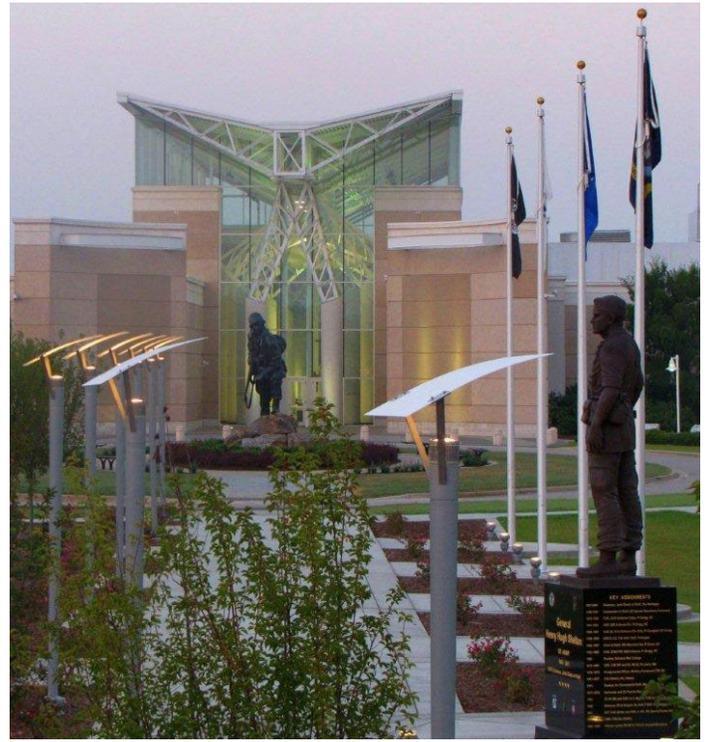
There are several colleges and universities that offer residents the opportunity to further their education, including Fayetteville State University, Fayetteville Technical Community College, Methodist University, Miller-Motte College and Carolina College of Biblical Studies.



MILITARY HISTORY – FORT BRAGG AND POPE FIELD

In 1918, Congress established Camp Bragg, an Army field artillery site named for the Confederate General Braxton Bragg. An aviation landing field named after 1st Lt. Harley H. Pope, whose JN-4 Jenny crashed in the Cape Fear River, was added a year later. After five years, Camp Bragg became a permanent Army post renamed Fort Bragg. Today, Fort Bragg and Pope Air Force Base comprise one of the world's largest military installations.

Camp Bragg was established in 1918 when the Army needed to expand its field artillery training facilities in preparation for World War I. They chose this location because it met the following criteria: a climate suitable for year-round training and proximity to port and rail transportation. Named for Confederate General Braxton Bragg, a former U.S. artillery officer from North Carolina, the camp became Fort Bragg in 1922 after Congress decided all artillery sites east of the Mississippi River should become permanent posts.



Fort Bragg's rich airborne history and tradition was launched in 1934 with the first military parachute jump, which used artillery observation balloons as platforms. It was not until two decades later, however, that the post became an airborne training site. Today, Fort Bragg is the world's largest airborne facility with more than 56,000 military personnel. Widely known as the "Home of the Airborne," Fort Bragg houses the 82nd Airborne Division, assigned here in 1946 after returning from Europe, and the XVIII Airborne Corps, reactivated here in 1951.

The Psychological Warfare Center - now the U.S. Army Special Operations Command (USAOC) - was established here in 1952. USASOC now oversees tens of thousands of Special Operations Soldiers stationed and deployed across the globe. The command's Fort Bragg contingent includes the U.S. Army Special Forces Command, U.S. Army John F. Kennedy Special Warfare Center and School, U.S. Army Special Operations Aviation Command, 3rd Special Forces Group, 4th Military Information Support Group and 95th Civil Affairs Brigade.

Fort Bragg is also home to the 1st Theater Sustainment Command, 44th Medical Brigade, 16th Military Police Brigade, 108th Air Defense Artillery Brigade and the U.S. Army Parachute Team - The Golden Knights. Home to the 440th Airlift Group and 43rd Airlift Wing, along with Air Force Special Operations and training units. Pope Army Airfield, formerly known as Pope Air Force Base, has played a leading role in the development of U.S. tactics and airpower throughout history. Missions at Pope range from providing airlift for Airborne and Special Operations Units to humanitarian missions flown all over the world.

The War Department officially established Pope Field in 1919, and it ranks as one of the oldest installations in the Air Force. It is named after First Lieutenant Harley Halbert Pope who was killed on January 7, 1919, when the JN-4 Jenny he was flying crashed into the Cape Fear River. Original operations included photographing terrain for mapping, carrying the mail and spotting for artillery and forest fires.



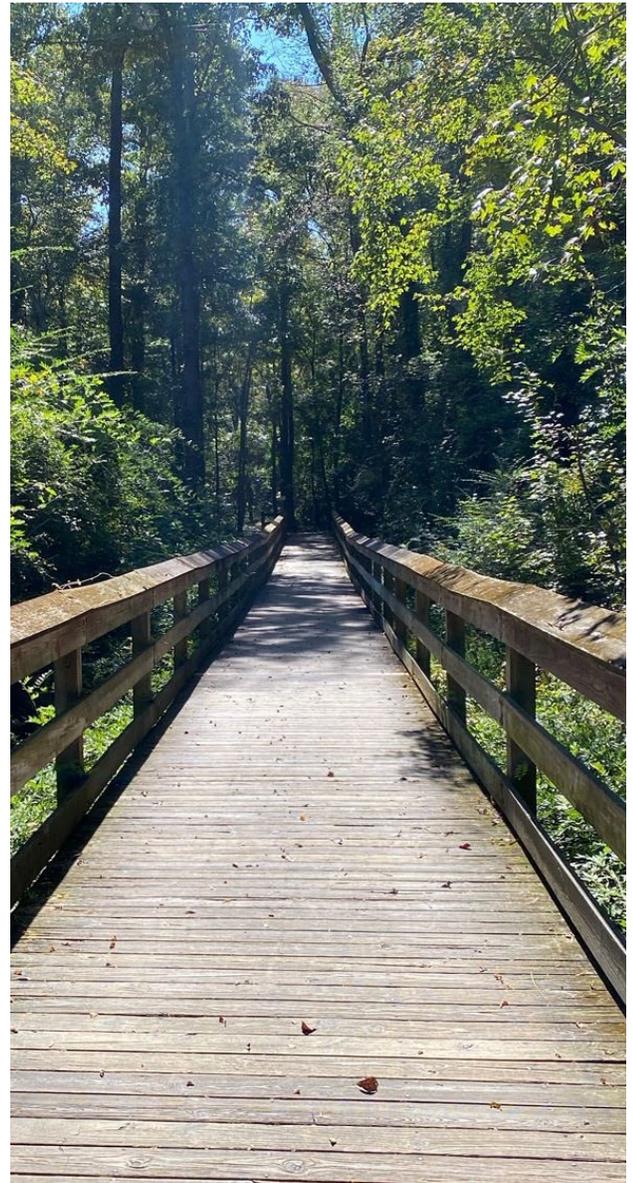
ARTS, ENTERTAINMENT AND RECREATION

With such a rich and storied history, the greater Fayetteville area boasts a range of museums, entertainment options and recreation facilities highlighting the history and culture of the area.

The many arts and entertainment options sprinkled throughout the greater Fayetteville area provide endless hours of unique experiences and cultural enrichment. Art galleries, concert venues and theaters are just a sample of what the area has to offer its visitors. The Fayetteville Cumberland Arts Council gallery features local and regional artists hosting numerous free art events for the community and visitors.

Monthly Fourth Friday and Market Days events, the annual Dogwood Festival in April, the annual International Folk Festival in September, A Dickens Holiday during the holiday season and other events provide residents and visitors opportunities to engage in their community and create lasting memories. Three City-sponsored cultural events also provide resident entertainment including a New Year's Eve festival, the Juneteenth Jubilee and an Independence Day concert.

With the mild winters, seasonal springs and summers and stunning autumns, visitors have the freedom to explore all year long. Offerings include trails, playgrounds, nature centers, ballfields, biking trails, lakes, pools, splash pads, water parks and more. Additionally, the All-American Trail along the perimeter of Fort Bragg offers diverse types of outdoor activities as well as fantastic natural views of the area.



FAYETTEVILLE ACCOMPLISHMENTS

- **Distinguished Budget Presentation Award** - The Government Finance Officers Association (GFOA) awards this achievement for those municipalities that prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting. The City of Fayetteville is one of 1800 governments to earn this award many years in a row.
- **Most Innovative City** - Fayetteville received the Most Innovative City award by Governing Magazine. They were named the top-performing City overall in the 2018 Equipt to Innovate national survey of American cities. Equipt to Innovate is an integrated, collaborative framework anchored in seven key characteristics of high-performance government – being dynamically planned, broadly partnered, resident-involved, race-informed, smartly resourced, employee-engaged and data-driven. Fayetteville was among the top six cities in all but one of the report's seven criteria. The city was also recognized as the top performer in employee engagement.
- **New Transit Center** - The Fayetteville Area System of Transit (FAST) opened its new FAST Multimodal Center in November 2017 replacing a temporary transfer site FAST has used since 2003. The \$12.6 million center includes a 34,000 square foot facility and 16 bus bays with covered passenger loading areas. The new center also serves Greyhound, Southeastern Coach and MegaBus and is located one block from the Fayetteville AMTRAK station.
- **Police Department** - The Police and Communications Center has received numerous accreditations and awards in the past year. They include: The Police Department's Forensic Unit - International Organization for Standardization/International Electrotechnical Commission (ISO/IEC) 17020 Forensic Inspection Agency accreditation; CALEA Gold Standard Award with "excellence" distinction sanctions the professionalism and standards displayed by the department's men and women and places the Fayetteville Police Department in the highest tier of accredited law enforcement agencies in the country; and the Fayetteville-Police Communications Center received its TRI-ACE Accreditation from the International Academies of Emergency Dispatch. Fayetteville Communications is the 14th Communications Center in the world to obtain the prestigious TRI-ACE accreditation and is only 1 of 2 TRI-ACE accredited centers in the State.
- **Fire / Emergency Services** - The all-hazards fire department has remained internationally accredited by the Center for Public Safety's, Commission of Fire Accreditation International since 2011. It has also maintained a class "1" Public Protection Classification from the Insurance Services Office since 2015. This places the department in the top .5% of fire departments nation-wide. In addition to providing services locally, the fire department is contracted to provide two(2) regional teams that provide hazardous materials response across the state and technical rescue services across the nation, respectively.
- **Fayetteville Regional Airport** - Fayetteville Regional Airport leaders are focused on growth with a \$35 million extensive renovation improvements and additional grant supports the future is bright for air travel through FAY. Despite effects of the pandemic felt across the travel industry, FAY saw total passenger traffic increase in 2021 and a new FAY to DFW route implemented with American Airlines.
- **Hurricane Matthew and Florence** - The City experienced considerable damage from Hurricanes Matthew and Florence. Though the public safety staff was well prepared, Hurricane Matthew rattled the community and damaged many important parts of its infrastructure. City staff was able to acquire recovery dollars and continues to work on recovery projects. Fayetteville received more than \$23 million in Community Development Block Grant and Disaster Recovery funding for homeowner recovery, small rental repair, multi-family rental housing and community recovery, which includes a Homeless Day Center. They also received more than \$8 million to assist residents with acquisition/reconstruction of their properties and for tree and debris removal from multiple creeks within the city.
- **ARPA**-The American Rescue Plan Act of 2021 (ARPA) is a federal law that was passed in March 2021 to provide direct relief to Americans, contain the COVID-19 virus, and rescue the economy. The Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program, a part of ARPA, delivers \$350 billion to state, local, and Tribal governments across the county to support their response to and recovery from the COVID-19 public health emergency. The City of Fayetteville is a direct recipient of ARPA-CSLFRF funds equaling \$40,427,539. The Mayor and City Council adopted a funding strategy leveraging ARP-CSLFRF funds to address Business and Economic Vitality, Housing and Community Livability, and Infrastructure and Community Reinvestment.

CITY GOVERNMENT

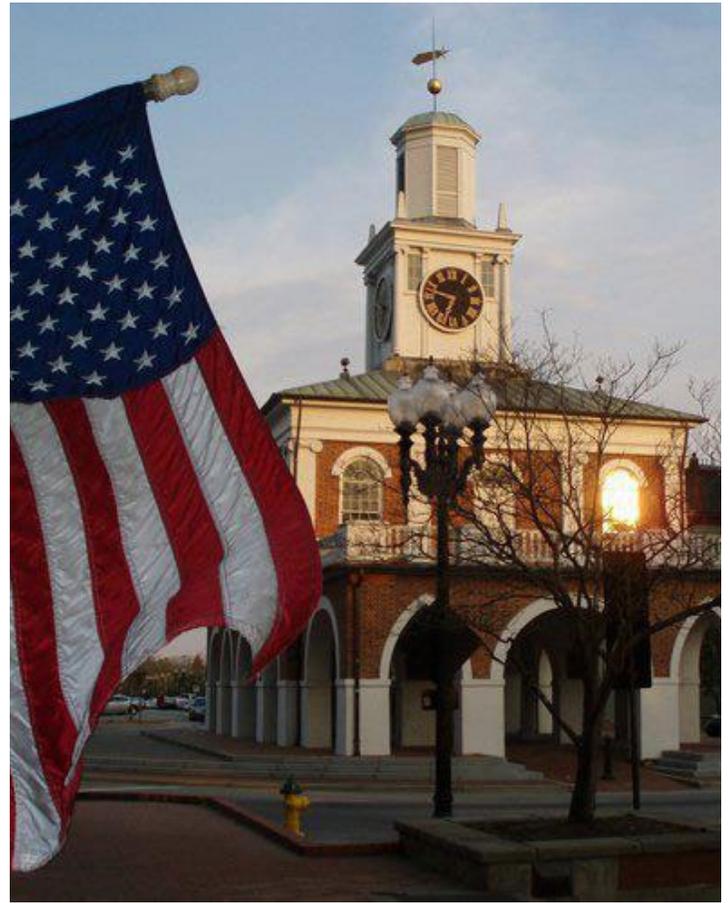
The City of Fayetteville is organized under the Council/Manager form of government. The Fayetteville City Council is an elected body consisting of nine Council members and a Mayor. The Mayor is elected at large. All Council members are elected from individual districts. Among other duties, the Mayor and Council appoint a City Manager who is responsible for the day-to-day operations of the City, translating policy decisions of the Council into action, developing the annual operating budget and managing all department directors. City Council, City Manager and staff have communicated their desire to provide excellent customer service to the residents. The acronym Serve with R.E.S.P.E.C.T. is used to convey the City's core values of Service, Responsibility, Ethics, Stewardship, Professionalism, Entrepreneurial Spirit, Commitment and Teamwork.

The City of Fayetteville's 10-year strategic plan articulates a vision for vitality and sustainability. The Strategic Plan guides the work of the city and responds to evolving needs of residents. The Strategic Plan will point the way toward maintaining and improving the quality of life. Fayetteville's Strategic Plan includes six goals and associated actionable strategies.

The City has a 2022-2023 adopted budget of just over \$249 million in expenditures and City Council has been proactive in recent years by supporting two separate bonds issues. One was for approximately \$35 million for Parks and Recreation investments and improvements. The other was a \$40 million bond issue for the construction of the downtown baseball stadium. The City of Fayetteville employs approximately 1,600 full time and more than 200 part-time, seasonal employees. The City's leadership has been dedicated to recruiting a diverse workforce to reflect the community they serve.

The City's organizational culture has been one where most of the interaction with the City Council is through the City Manager, Deputy City Manager and Assistant City Managers. There is a high degree of positive collaboration between the senior staff and the City Council and a mutual respect of one another's roles and responsibilities. The organizational culture is also one of openness, equity and approachability.

Fayetteville's population has grown rapidly from 53,150 in 1970 to the estimated 208,000 today. Much of this growth occurred through annexation subsequent to a 1983 change in state law when the city, currently 99 square miles of incorporated land, annexed 27 square miles and 46,000 residents in 2005 alone.



THE ASSISTANT CITY MANAGER POSITION

The current portfolios assigned in the City Manager's Office are as follows:

- Assistant City Manager: Public Services, Parks and Recreation, Marketing and Communications, and Construction Management.
- Assistant City Manager: Information Technology, Human Relations, City Clerk's Office, Finance, Budget and Evaluation, and Human Resource Development.
- Assistant City Manager: Development Services, Airport, Transit and Economic and Community Developments.

This portfolio is subject to change based upon the incoming Assistant City Manager's experience and organizational analysis and as determined by the City Manager.

The City Manager is seeking candidates who are leaders in fiscal planning, organizational development, and performance measurements with an ardent desire to assist in charting the services of a community dedicated to high quality customer service while maintaining its sense of place and history. The ideal candidate will be a credible public professional with a proven history of engaging the community and key stakeholders in a productive conversation on the delivery of services to residents and customers. Candidates for this position must be comfortable providing creative guidance and leadership as the City moves forward into its next phase of growth and development.



CANDIDATE QUALIFICATION CRITERIA

The city is seeking highly professional candidates who are passionate about local government. The following education, experience, management and leadership criteria have been identified by the City Manager and City staff as important skills and abilities for the candidates to possess and demonstrate.

EDUCATION AND EXPERIENCE

- Candidates must have a bachelor's degree in public administration, business administration, finance or a related field plus eight or more years of increasingly responsible experience in government or business management and five years of administrative and supervisory responsibility, a master's degree is preferred. Assistant Manager experience in a smaller community, or department director experience in a larger municipality will also be considered.
- Candidates must possess proven managerial and interpersonal skills to assist in leading a dynamic, financially fit organization that has high customer service expectations.
- Experience working in a community that is also home to one of our nation's military installations would be beneficial but is not a requirement for consideration.
- Have a collaborative management orientation, proven analytical abilities, and strong writing and presentation skills.
- Possess knowledge in fiscal responsibilities as it relates to municipal governments and how those obligations steer the budgeting process for a municipality
- Have an appreciation for a community that values progressive thinking combined with fiscal conservatism.
- Have experience working in a high-performing workforce in a positive, cooperative and team-oriented approach to addressing issues and solving problems.
- Understand community visioning and strategic planning processes; possess the ability to help the City Manager's Office execute, and refine, a tradition of developing a long-range vision and strategic initiatives for the community, and then deliver on those goals and objectives. Have the ability to see the plan's effects across all departments.
- Have the experience and judgment to recognize the need for change when it arises, and the leadership skills, political astuteness, technical competence, will and courage to effect such change.
- Have the skill to develop a strong and trusting working relationship that will complement the City Manager's strengths; be perceptive enough to know when and how to tactfully fill in the gaps and break the log jams when necessary.
- Possess the ability to keep an eye on organizational details that will allow the City Manager to keep his focus on the "big picture."
- Be adept at identifying professional development needs and addressing succession planning. Have an orientation toward continuing education and professional development for self, staff, and employees – keeping up to date and abreast of modern, innovative methods.
- Have a successful record of collaborating with intergovernmental contacts, community institutions, business leaders, and citizens' groups in a cooperative and friendly manner.
- Have a record of keeping current and abreast of modern/innovative 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.
- Experience working with FEMA during and after a natural disaster including the processes for reimbursements for City service expenses used during the disaster would also be beneficial.





MANAGEMENT STYLE AND PERSONAL TRAITS

- Have a background of professional and personal integrity and honesty, and of leading/motivating personnel by example.
- Have the maturity, self-confidence and strength of professional convictions to provide administrative insights and administrative counsel to the City Manager, being able to firmly and diplomatically present professional views and conduct administrative decisions in a timely, professional and impartial manner.
- Be an articulate and an effective communicator, both orally and in writing; be someone who is comfortable listening to and talking with a wide spectrum of people; someone who can clearly and concisely present written and oral information to decision makers; willingly share information as appropriate.
- Be a self-starter who has the vitality and energy to motivate and lead others; someone who seeks and enjoys a challenge.
- Possess well developed organizational skills with the ability to balance numerous projects and issues.
- Be a team leader who can coach and develop employees to meet organizational and employee goals; appreciate a work-life balance philosophy.
- Be a “people person,” sincerely personable, patient, calm, authentic and accessible. Have a sense of humor.
- Be one who genuinely embraces diversity.
- Promote a strong, service-oriented, “customer relations” approach by all employees in dealing with residents.
- Be anticipatory, innovative and a critical thinker.
- Be someone that can make complex decisions and stand behind those decisions.



HOW TO APPLY

The anticipated hiring salary range for the position is \$165,000 - \$185,000 + DOQ/E with an excellent benefit package. If needed, a relocation allowance is negotiable. The application deadline is August 5, 2022, and interested candidates should apply online with resume, cover letter and contact information for at least five (5) professional references to the attention of Sarah McKee, Senior Vice-President, GovHR USA, 630 Dundee Road #130, Northbrook, IL 60062. Tel: (224) 282-8310.

www.govhrjobs.com.

The City of Fayetteville is committed to compliance with the American Disabilities Act and is an Equal Opportunity Employer. Diversity and inclusion are critical to their success. The city seeks to recruit the most talented people from a diverse candidate pool and strongly encourage women, people of color, LGBTQ individuals, people with disabilities and veterans to apply.



GovHR USA
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EXECUTIVE RECRUITMENT