

The City of Archer (population 1,165) is seeking an accomplished, experienced professional for the position of City Manager

The position of City Manager is established by city ordinance and appointed by the Commission. A 5-member Commission is elected at large on non-partisan basis for staggered 4-year terms. The City Manager is the chief administrative official of the city and head of the administrative branch of the city government. The City Manager is responsible to the City Commission for the administration of all affairs of City Government and shall execute the laws and administer the government of the City.

The city has a \$958,025 budget, with 6 employees and provides public works, recreation, and water utilities. The City is actively pursuing a wastewater utility system. Public Safety Services are provided through an interlocal agreement with the County and participation in Municipal Service Taxing Units.

The position requires the minimum of a Bachelor's Degree, with preference for a degree in public administration or business administration, from an accredited college or university and must have 2- 5 years of progressive, public sector experience. The core of this experience must be at a minimum, 2 years serving as City Manager, County Manager or Assistant City/County Manager/Manager. Candidate must pass full background check.

The candidate must be an experienced professional, possessing honesty and high ethical standards. Must be a good listener and have the ability to communicate effectively with the commission, public and staff and foster good community relations. The candidate must be comfortable in a smaller, rural community.

The City of Archer is being assisted by the Florida Senior Advisor Program in this City Manager search.

HOW TO APPLY

In addition to a resume and list of references, all applicants must complete an employment application and a "Consent Form for Background Review". All required documents shall be submitted electronically to Courtney Johnson, Assistant City Attorney, courtney@foldsandwalker.com, **NO LATER THAN 5 PM EDT APRIL 1, 2018.**

For more information, including a City Manager Profile and required submittal documents, visit **<http://www.cityofarcher.com/Forms-and-Applications.html>**

All materials submitted become public record under Florida public records laws.