

Raleigh, North Carolina, is seeking
candidates to serve as the next
CITY MANAGER



The City Council appoints the Manager to serve as the City's chief executive officer and head of the administrative branch of City government. The City Manager is responsible for implementing the Council's policies and providing strategic direction and leadership oversight to City departments and functions.



CITY PROFILE

During the past 30 years, growth in Raleigh and the surrounding Research Triangle Region has consistently and significantly outpaced the nation. Fueled by an impressive mix of education, ingenuity and collaboration, North Carolina's capital city has become an internationally recognized leader in life science and technology innovation. It also happens to be a really nice place to live.

(source: Raleigh Office of Economic Development)





The Raleigh Community

The City of Raleigh, founded in 1792, is the second largest city in North Carolina. It's situated in the heart of North Carolina's Piedmont region, which is centered between the sandy Atlantic beaches and the Great Smoky Mountains. The City of Raleigh is both the county seat of Wake County and the capital of North Carolina. Raleigh covers an area of more than 146 square miles and is home to a growing and diverse population. Together with Chapel Hill and Durham, Raleigh forms the Research Triangle Park, founded in 1959. The Raleigh-Cary metropolitan area also includes Wake, Franklin and Johnston counties with a population of 1.24 million.

The City of Raleigh has been listed as one of the fastest growing cities for many years — the City's current estimated population is about 480,000 people (U.S. Census estimate), up from 291,141 in the 2000 Census. Raleigh is known for its high quality of life for its residents. In the 2018 Citizen Satisfaction Survey, 89 percent of respondents were satisfied with Raleigh as a place to live – 37 percent higher than the national average.

Below are some recent national recognitions for the City:

- No. 1 Upcoming IT City in USA other than Silicon Valley (Raleigh)
- [CustomerThink, June 2020](#)
- No. 2 Best City for New Grads 2020 in the U.S. (Raleigh)
- [Zumper, May 2020](#)
- Top 10 City Best-Positioned to Recover from Coronavirus (Raleigh & Durham)
- [Moody's Analytics/Forbes, May 2020](#)
- No. 2 Fastest-Growing U.S. Metro from 2018-2019 in the U.S. (Raleigh)
- [U.S. Census, March 2020](#)
- No. 9 Most Recession-Resistant City in the U.S. (Raleigh)
- [SmartAsset, March 2020](#)
- No. 2 Very Large Metro in the U.S. for Overall Prosperity Index (Raleigh)
- [Brookings Institute, March 2020](#)
- No. 2 in 2020 Quality of Life Ranking (Raleigh)
- [Numbeo, January 2020](#)





Recent Challenges

Like other cities and towns around the country – and the world – Raleigh is currently experiencing unprecedented times. The community is collectively trying to manage through the COVID-19 pandemic (including the negative impact to small businesses), address ongoing issues of race and social inequality, and respond to community concerns about the future of policing.

Embracing new safety measures, from face masks to teleworking, is one of the key actions the City of Raleigh is taking to help slow the spread of COVID-19. City employees are working hard to collectively respond to this public health crisis. Emphasizing to its staff and residents that by protecting yourself you will help protect others is one of many ways we are collectively working together. The City has offered several economic development support programs for small businesses hit by the pandemic.

For several years, the City has been involved in multiple efforts focused on fostering a more

inclusive community that embraces diversity and recognizes the challenges of race and social inequities. Including diversity as one of the City's eight organizational values and providing equity training for employees are a few examples of our efforts. Other initiatives are underway.

The City is conducting an independent third-party review of Raleigh Police Department policies and procedures to align the department with best practices and address community concerns. The City Council recently established a Police Advisory Board to serve as a liaison between the Raleigh community and City Council. The Board also will help the Raleigh Police Department build community trust and relationships.

During these uncertain times, the City's ongoing commitment to safety and serving our citizens and residents are more important than ever. The next City Manager should be prepared to lead the organization through these and other recent community challenges.



Form of Government

The City of Raleigh operates under a charter-mandated Council-Manager form of government. The City is governed by a Mayor and seven Council members, with the Mayor and two Council members elected at large and the remaining five Council members elected from five districts within the City. The Mayor and Council members each serve two-year terms, and all have an equal vote. The City Council establishes policies, enacts ordinances, approves the City budget, and appoints the City Manager, City Attorney, and City Clerk. The City Manager administers the daily operations and programs of the City through the department heads, other staff members and employees. The City has had six Managers since the Council- Manager form of government was adopted in 1947.

The current City Manager has announced his retirement effective Dec. 31, 2020 after 25 years of local government service in North Carolina and 7 years as Raleigh's City Manager.

Guiding Principles

The City of Raleigh is committed to maintaining and improving itself and its assets. In those efforts, it follows a set of guiding principles.

City of Raleigh Mission

TO BUILD A STABLE PLATFORM OF
EVOLVING SERVICES FOR OUR COMMUNITY
THROUGH WHICH WE CHAMPION POSITIVE
AND SUSTAINABLE GROWTH AND REALIZE
VISIONARY IDEAS **FOR ALL.**

City of Raleigh Vision

TO PURSUE WORLD-CLASS QUALITY OF
LIFE BY ACTIVELY COLLABORATING WITH
OUR COMMUNITY TOWARDS A FULFILLING
AND INSPIRED FUTURE **FOR ALL.**

City of Raleigh Strategic Plan

The City leverages a Strategic Plan to guide its work and effectively respond to the evolving needs of residents. The plan articulates areas of strategic focus that target the City's efforts and resources in ways intended to have the greatest impact in six key focus areas over the life of the plan. They are:



Arts & Cultural Resources

Embracing Raleigh's diverse offerings of arts and cultural resources as iconic celebrations of our community that provide entertainment, community, and economic benefit



Economic Development & Innovation

Maintaining and growing a diverse economy through partnerships and innovation to support large and small businesses and entrepreneurs, while providing employment opportunities for all citizens



Growth & Natural Resources

Encouraging a diverse, vibrant built environment that preserves and protects the community's natural resources while encouraging sustainable growth that complements existing development



Organizational Excellence

Fostering a transparent, nimble organization of employees challenged to provide high quality, responsive and innovative services efficiently and effectively



Safe, Vibrant & Healthy Community

Promoting a clean, engaged community environment where people feel safe and enjoy access to community amenities that support a high quality of life

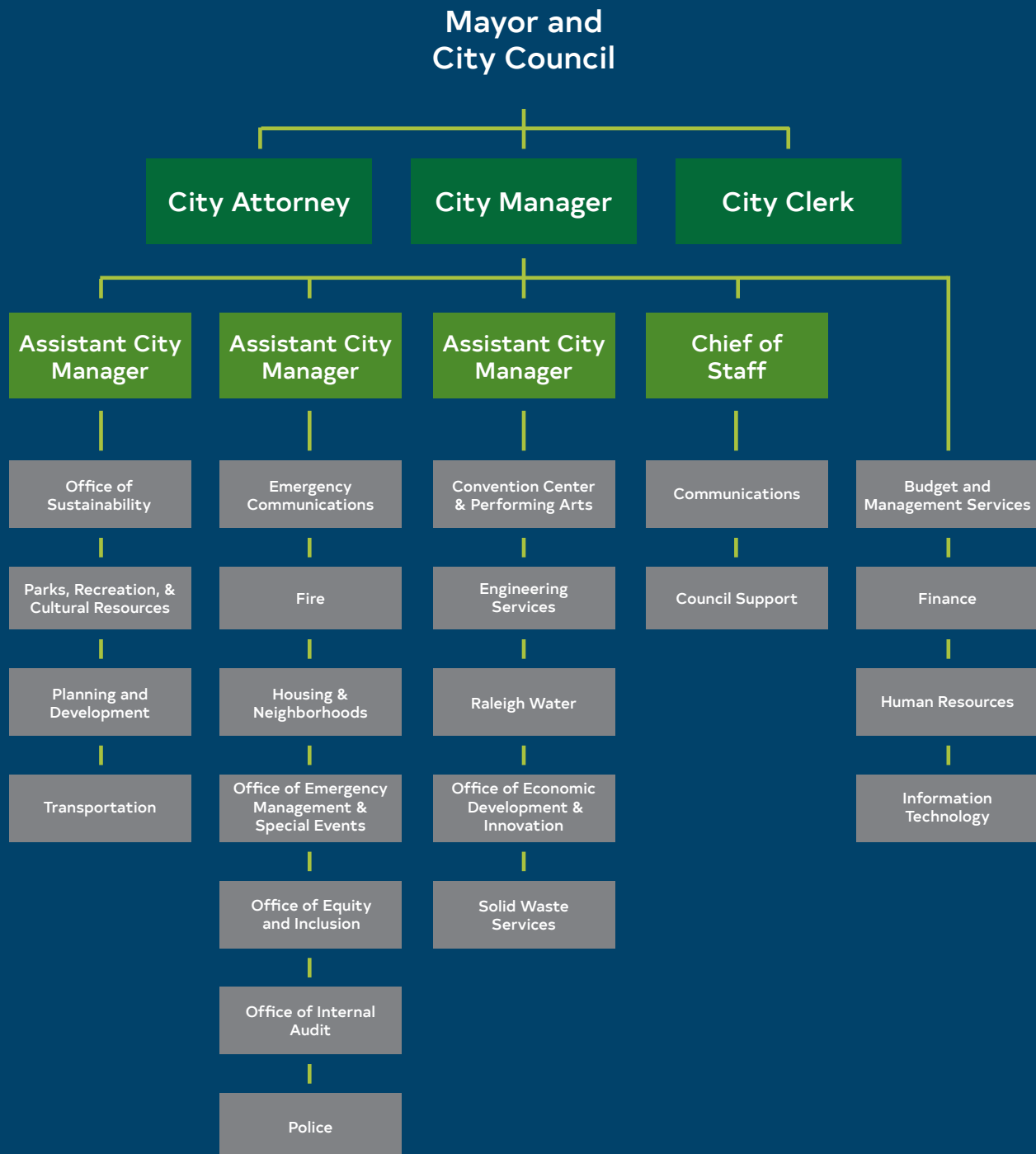


Transportation & Transit

Developing an equitable, citywide transportation network for pedestrians, cyclists, automobiles, and transit that is linked to regional municipalities, rail, and air hubs

The City of Raleigh provides a full range of governmental services through its Fiscal Year 2021 combined operating and capital budget of \$1.01 billion. This includes a General Fund operating budget of \$507.7 million.

City government includes almost 4,300 full-time positions and more than 2,700 part-time employees who work in 19 departments and five offices providing a wide range of services including police, fire and emergency 911 services; public utilities; planning and development; street construction and maintenance; parks, recreation and cultural services; a convention center and several others, including internal-facing departments such as budget, finance, human resources and IT. For more information, please refer to the [Fiscal Year 2021 City budget](#).



Office of the City Manager

Under the direction from the elected Mayor and City Council, the City Manager serves as Chief Administrative and Executive Officer for the City, providing leadership and representation for all matters concerning City government. The position is responsible for planning, directing, managing and reviewing all activities and operations of the City, ensuring services and programs are provided efficiently and effectively within the available financial resources.

The City Manager and his/her Office also provide direct staff assistance to City Council members. In addition, the Office leads the financial and budget management process for the City and directs the City's efforts to plan for the future. Staff members perform research, suggest public policy development and direction for City Council and evaluate potential public programs.

Candidate Profile

The City of Raleigh is looking for an exceptional leader with extensive executive experience. The City is looking for a person with a master's degree in public administration, government operations, business management, or a similar program and 10+ years of experience as a high-level municipal executive or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

The ideal candidate will possess high personal integrity and ethical behavior with a proven record of leadership, fiscal stewardship and accomplishment preferably in a public sector environment. He or she has experienced opportunities and challenges presented by steady growth in development, population and demand for services.

The candidate will have successfully served in an organization with a council-manager form of government and demonstrated the skills of prioritizing projects and resources while communicating ideas, issues and results on a timely basis. This will also include a focus on achieving results and outcomes based on agreed-upon goals and priorities.

The successful candidate will have a history of understanding and demonstrating the positive value of developing and maintaining effective relationships that includes availability and accessibility to the public, staff, and elected officials. There should also be a proven record of embracing innovation and encouraging cross-functional partnerships to achieve results.

Qualified candidates will clearly exemplify the City's organizational values of responsiveness, integrity, respect, collaboration, honesty, diversity, stewardship, and initiative as well as the ICMA Code of Ethics. Advanced skills in community building and engagement and an understanding of equity principles are critical.

Compensation and Benefits

The City of Raleigh plans to offer a competitive salary commensurate with the successful candidate's qualifications and experience. When you join the City of Raleigh's work family, your benefits are an important part of your "total rewards." The City provides a comprehensive benefits package as part of the total rewards program to support employees through important events in their life, to enhance their life outside work, and to help them plan and prepare for the future. The City participates in the North Carolina Local Governmental Employees' Retirement System (NCLGERS).

Application and Selection Process

Qualified candidates should submit their letter of interest and resume to:

citymanagersearch@raleighnc.gov

This position will remain open until filled; however, interested individuals are strongly encouraged to apply no later than **Friday, September 25, 2020**. Following this date, resumes will be screened against criteria outlined in this brochure and the job description. On-site interviews with the City of Raleigh will be offered to those candidates selected as finalists, with reference checks, background checks, and academic verifications conducted after receiving candidates' consent. A pre-employment screening to include controlled substance tests will be conducted by the City.

For more information, please contact:

*Fagan Stackhouse
Human Resources Director
citymanagersearch@raleighnc.gov
(919) 996-4711*



Raleigh

222 Hargett St - Raleigh, NC 27601

For more information about Raleigh, please visit:

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