

## **CITY MANAGER West Liberty, Iowa**

West Liberty, Iowa, population 3,736 is seeking a high-quality candidate with strong, energetic, and visionary leadership skills to serve as their next City Manager. West Liberty is a small community located in eastern Iowa, just 30 minutes east of Iowa City/Cedar Rapids and 60 minutes west of the Quad Cities. It has the advantage of all the resources of major metropolitan areas with less than an hour's drive while living in a small community with lower cost of living. The City Manager has 9 direct reports. There is a total of thirty-six (36) full-time employees and approximately forty (40) part-time/seasonal staff. The annual operating budget is approximately \$15 Million. To learn more about West Liberty and the position profile, visit their website at <https://www.cityofwestlibertyia.org>.

The successful candidate will have experience with economic development, budgeting, and financial management, strategic planning, and be ethical, creative, responsive and a teambuilder. The next City Manager shall be a skilled communicator with the public, mayor and council, staff, and public.

### **Education**

- Bachelor's degree with coursework in public administration, urban studies, business administration or in related field or Public Manager Certification accredited by the State of Iowa within one year of hire.
- Master's degree preferred.

### **Experience**

- Five (5) years of responsible City or County government operations and management experience, or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

### **Salary and benefits**

- \$84,368 to \$109,182 annually, depending upon qualifications.
- Holidays, Vacation, and Personal Sick Leave.
- Health Insurance, Dental coverage, Short-term Disability and Life Insurance available salary.
- Retirement equal to City's share of IPERS at a rate of 9.44% of annual salary.
- 457 Plan Retirement equal to City's share of up to \$1,800 annually.

### **Car Allowance**

- A vehicle may be provided or mileage reimbursement at IRS rate.
- Must obtain valid Iowa Driver's License.

### **Cell Phone**

- Cell phone provided or stipend is available to reimburse costs of monthly cellular phone.

### **Residency**

- Residency within the twenty (20) miles of the city limits is required within six months of employment.

### **Additional Information**

Confidential materials such as a cover letter, resume, salary history, and 5 professional references should be sent to:

Shari Hoffert, Deputy City Clerk  
[shoffert@cityofwestlibertyia.org](mailto:shoffert@cityofwestlibertyia.org)

409 N Calhoun St. West Liberty, IA 52776

Applications will be accepted until **March 9<sup>th</sup> at 5:00 p.m.**