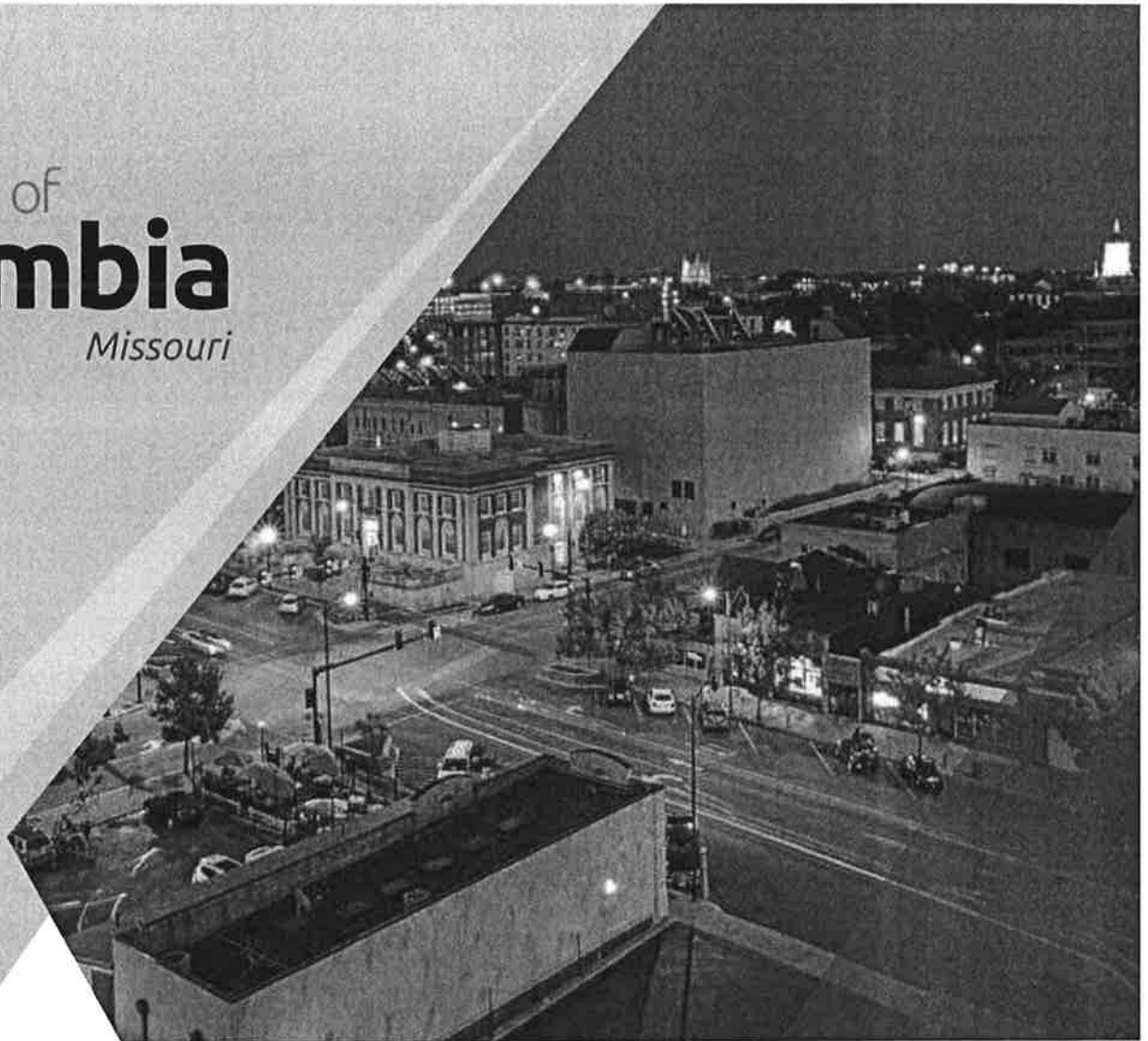
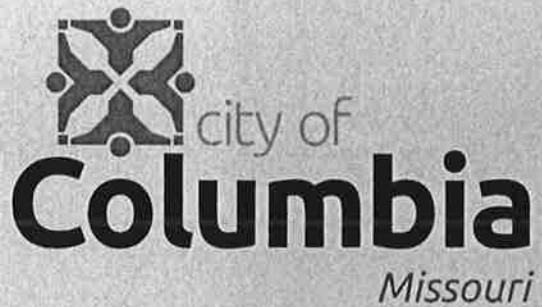




City Manager

Our Mission: To serve the public through democratic, transparent and efficient government.

Become Part of a Community

Often described as vibrant, diverse, innovative and progressive, the City of Columbia is centrally located in the heart of Missouri. Columbia is the county seat of Boone County and is 120 miles from both St. Louis and Kansas City. The state capital of Jefferson City is just 30 miles to the south. Founded in 1821, Columbia is now Missouri's fourth largest and fastest growing city, with a population of approximately 122,000, plus an influx of non-resident students.

Originally an agricultural town, today the city is known for its vitality and high quality of life. The city enjoys an active economy powered by education, healthcare and financial services. As the hub of Missouri higher education, Columbia is home to the second-oldest women's college in the country - Stephens College (1833), the state's flagship higher education institution - the University of Missouri (1839), as well as Columbia College (1851). Several large companies have headquarters in Columbia, including Shelter Insurance, Veterans United Home Loans (No. 23 in Fortune Magazine's 100 Best Companies to Work For) and MFA Oil. There is also a strong presence of entrepreneurs and small businesses that thrive in the community. Columbia is a regional healthcare powerhouse driving medical innovation through the University of Missouri Health Care system, Boone Hospital Center, and Harry S. Truman Memorial Veterans' Hospital. Columbia's strong economic base, community-oriented environment, and college town atmosphere continues to attract new residents and new investment.

Columbia's downtown, called "The District," offers an exciting mix of unique restaurants, specialty stores, art galleries and coffee shops. The District has over 70 restaurants and bars to choose from and boasts over 45 live performances every week in an eclectic mix of venues, from the Historic Missouri Theatre, the Blue Note and casual venues, aromatic coffee houses to state-of-the-art clubs as well as its beautiful historical architecture, sidewalk cafes and street musicians.

Vision

Columbia is the best place for everyone to live, work, learn and play.



Outdoor activities are plentiful and important to the residents of Columbia. The award-winning Columbia Parks and Recreation Department maintains over 42 parks and recreation facilities on more than 2,400 acres, along with numerous county, state and federal parklands located close by. All three higher education institutions have athletics programs, including the University of Missouri, which is part of the Division I Southeastern Conference (SEC). Columbia is also home to the internationally-recognized True/False documentary film festival, the Roots'n'Blues music festival and Unbound book festival which attract artists and visitors from across the country.

Columbia Public Schools is the seventh largest district in the state. It includes 21 elementary schools, six middle schools, four high schools and the Columbia Area Career Center, as well as an early childhood program, with an enrollment of 18,552 students. 80 to 90 percent of Columbia students extend their education beyond high school. Columbia Public Schools is nationally recognized as a District of Distinction by District Administration magazine. There are also several highly-regarded private schools: Christian Fellowship School, Columbia Independent School, Heritage Academy, Christian Chapel Academy and Father Augustine Tolton Regional Catholic High School.

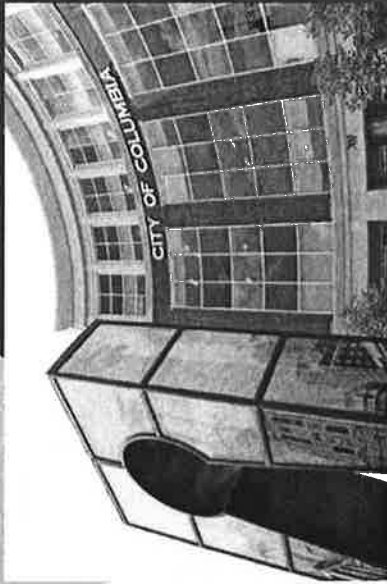
To learn more go to: www.como.gov

City Government

The City of Columbia's current government was established by a home rule charter adopted by voters on March 29, 1949, which established a Council-Manager form of government. The City Council is made up of seven members, including six members elected by each of Columbia's six single-member wards, plus an at-large Mayor, who is elected by all city voters. They are elected to staggered three-year terms.

Columbia is a full-service city that, in addition to typical municipal services, also provides all utility services including electric, water, solid waste, sewer and stormwater. Plus, the City provides public health and human services, public transportation and manages a growing municipal airport. The fiscal year 2019 budget is approximately \$431.9 million for all service lines and includes 1,507 permanent full-time employees.

To view the proposed budget [click here](#) or visit [CoMo.gov](#) and search "2019 budget."



Core Values

- » **Service:** We exist to provide the best possible service to all.
- » **Communication:** We listen and respond with clear, compassionate and timely communication.
- » **Continuous Improvement:** We value excellence through planning, learning and innovative practices.
- » **Integrity:** Our employees are ethical, fair, honest and responsible.
- » **Teamwork:** We achieve results by valuing diversity and partnerships within our own organization and the community.
- » **Stewardship:** We are responsible with the resources the community entrusts to us.

City Manager

Appointed by and serving at the pleasure of the City Council, the City Manager acts as the chief executive officer for the City of Columbia's government. S/he provides strategic guidance and leadership for all City functions and services. The City Manager will:

- » Plan, manage, and assign initiatives, tasks, and activities of major City departments, providing supervision and executive guidance to department heads as needed.
- » Oversee the development of strategic goals and policies for the expansion and improvement of City services.
- » Coordinate the evaluation of City programs and provide feedback.
- » Direct the preparation and execution of the City budget and make budgetary recommendations to the City Council.
- » Prepare annual reports on the progress and development of City programs and projects.
- » Coordinate City functions and communications with other local and state government agencies.
- » Communicate with the general public and other governmental organizations in a robust print and broadcast media market.

[illegible]

» While the next City Manager will inherit a knowledgeable, seasoned staff to assist in guiding their transition into this role, there will also be opportunities to attract and accentuate this dedicated team of staff members.

Research Reactor Center is the largest research reactor in the United States and produces radioisotopes used in nuclear medicine. This led Northwest Isotopes LLC to bring their radioisotope production facility to Columbia, which will include new jobs. Additionally, large employers like Aurora Organic Dairy and American Outdoor Brands are actively hiring.

» The City Council is currently in the final year of their 2016-2019 Strategic Plan and it represented the City's effort toward the common cause of making Columbia a place where all families cannot only live... but thrive. The next City Manager will figure greatly in the City's next planning effort.



The City of Columbia is seeking an experienced and visionary leader who values and engenders transparency, equity and inclusion, and open and honest communication. The successful candidate will lead the City's commitment to cultural, racial and social equity as well as economic and educational diversity. The ideal candidate will bring experience in a diverse mid- to large-size city that offers an array of municipal services and has embraced innovative strategies to continue to provide those services while dealing with the realities of municipal budget constraints. This fiscally savvy, business-minded individual will be dedicated to the improvement of City services across all sectors of the population. Additionally, the successful candidate will be a bridge builder who embraces collaborative partnerships, and will use these relationships to improve services and create efficiencies through the implementation of strategic objectives. The new City Manager will possess the emotional intelligence necessary to effectively lead and manage a diverse, high-performing staff, and the political aptitude to anticipate and plan for issues of concern. Exceptional communication skills and a leadership presence, both within the organization and in the community, supported by tangible accomplishments, are expected.

Additional characteristics/experience identified as providing value:

- » Experience with and embrace of Community Oriented Policing.
- » An approachable demeanor and engagement with an involved citizenry.
- » Significant experience in media relations, messaging, and strategy as well as the ability to communicate transparently in an active print and broadcast media market.
- » Dedicated to the promise of realizing economic prosperity for the entire community and addressing social inequalities.
- » Experience collaborating with a major college or university.
- » A background in fast-growing communities balancing development with smart-growth principals.
- » Believes the City Manager is a visible community member and values civic participation.
- » Possess practical business acumen combined with an awareness of the progressive nature of Columbia politics.

**Columbia seeks
an experienced
and visionary
leader who values and
engenders transparency,
equity and inclusion,
and open, honest
communication.**

Education and Experience

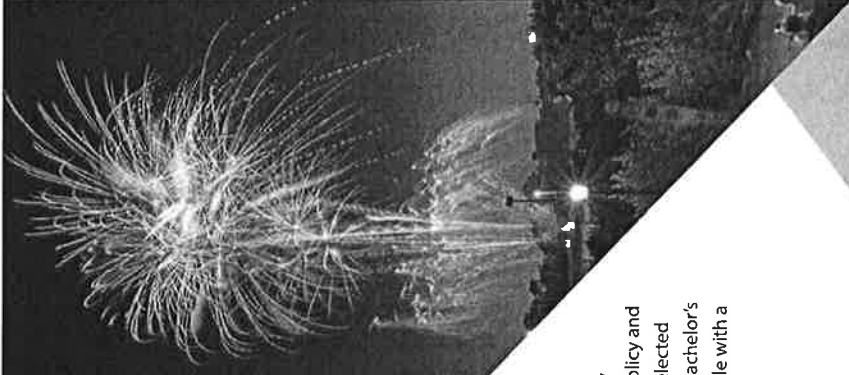
The ideal candidate will possess no less than 10 years of increasingly responsible experience performing complex budgetary, financial, policy and organizational analysis duties. Experience working directly with an elected council or board in a comparably sized organization is preferred. A Bachelor's degree in business, public administration or a related field is desirable with a Master's degree preferred.

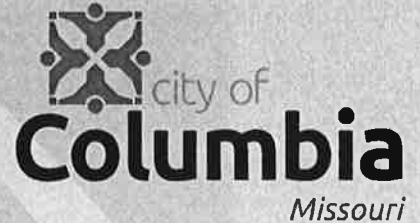
Compensation

Compensation and benefit package will be competitive and negotiable depending on the experience and qualifications of the chosen candidate.

Accolades

- » Human Rights Campaign's Municipal Equality Index: In 2018, the City of Columbia earned an all-star rating and a perfect score of 100 points on the Human Rights Campaign's Municipal Equality Index. The Index scores the support the City and community provide to the LGBTQ community.
- » Health Rankings: Columbia/Boone County continues to rank as one of the healthiest counties in the state in the annual County Health Rankings study, which rates counties in terms of residents' overall health and illustrates just how much a person's health is determined outside their doctor's office, by both their behaviors and their environment. In 2018, Boone County ranked No. 9 in health outcomes and No. 3 in health factors.
- » Top 100 Best Places to Live: In 2018, Livability selected Columbia as No. 21 in their list of Top 100 Best Places to Live. Columbia was chosen due to quality of life features like a strong healthcare system, thriving downtown and expansive trail system.
- » Top 10 Cities for Career Opportunities: In 2017, SmartAsset listed Columbia as the 9th best U.S. city for career opportunities. Columbia is a good place to find work. The unemployment rate is only 2.9%, a top 25 rate among the 355 cities analyzed.
- » The 20 Best College Towns in America: Business Insider listed Columbia as 9th on their 2017 list of "The 20 Best College Towns in America."
- » Best Places for Working Women: Columbia landed the No. 3 spot on SmartAsset's 2017 list of Best Places for Working Women. It was the second year in a row that Columbia was listed in the top three.





Application and Selection Procedure

This position is open until filled. To be considered for this exceptional career opportunity, submit your resume, cover letter, and a list of six work-related references (two supervisors, two direct reports and two colleagues) by the first resume review date of **Friday, April 5, 2019**. Resume should reflect years **and** months of employment, beginning/ending dates as well as size of staff and budgets you have managed.

Please go to our website to submit your application: <https://secure.cpshr.us/escandidate/JobDetail?ID=437>

For further information contact:

Pam Derby

Andrew Nelson

CPS HR Consulting

(916) 263-1401

E-mail: pderby@cpshr.us

E-mail: anelson@cpshr.us

Website: www.cpshr.us

CPS HR  CONSULTING

Resume will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultants. Candidates deemed most qualified will be referred to the City. Selected candidates will be invited to participate in further interview and selection activities. An appointment will be made following comprehensive reference and background checks.