

Job Advertisement

Town Manager Town of Newport, NC

The Town of Newport, NC (a growing community with a population of 4,500), is seeking a transformational Town Manager with superior communication, fiscal management, and leadership skills.

The Town of Newport is the gateway to Carteret County, NC, and the Crystal Coast. The Town has a strong commitment to its employees and recently approved funding for implementation of a new salary/classification study. The Town has 43 FTE employees and a FY 2023 Budget of approximately \$7.7 million. Newport governs under the Council – Manager form of government and is overseen by a Mayor and five (5) Council Members.

The next Town Manager should be an experienced, assertive, and principled leader who is forthright and skilled at facilitating consensus. The next Town Manager should be committed to citizen engagement and excellent customer service. Experience with grant writing, downtown revitalization, and the unique opportunities of a military community is preferable.

Qualifications include a bachelor's degree in Public Administration, Business, Finance or related field with at least seven (7) years of progressively responsible related professional experience that includes significant management and supervisory experience at the department director or equivalent level. Prefer Master's Degree in Public Administration or related field. Must have a valid driver's license.

The Eastern Carolina Council of Governments is assisting the Town of Newport with its Town Manager search. Interested applicants should email a cover letter, at least three references, and résumé to addressed to Town of Newport, Manager Position, c/o ECC Executive Director David Bone at executivedirector@eccog.org. Candidates are responsible for assuring delivery. The position is open until filled. The first review of résumés will begin on September 12, 2022.

Salary DOQ and experience. The anticipated salary range for the position includes a minimum salary of \$100,805 and a midpoint of \$120,006. Newport is an EOE. More information about the Town is available at www.newportnc.gov.