

City Manager

This is an exciting opportunity to work and live in South Carolina's oldest inland City with a rich history and heritage. The City of Camden, with a population of just under 8,000 within 11 square miles, is seeking qualified candidates for the position of City Manager. The City Manager directs and coordinates the administration of city government in accordance with policies established and approved by the Mayor and City Council. With a \$56 million budget and 6-8 direct reports, they appoint department directors and staff, manage divisions including Finance, Planning and Development, Law Enforcement, Fire Department, Utilities, and Public Works. The City Manager serves as the Chief Financial Officer to prepare the annual budget based upon the established priorities of City Council.

Priorities

- Develop strong working relationships with the Mayor and Council. Meet with each member of the governing body and set up communication systems to brief and engage the body, foster an atmosphere of transparency, trust, and promote two-way dialogue.
- Develop working relationships with each member of the Senior Staff to develop strategic plans, capital plans and facility plans to strengthen operations and systems that will facilitate the delivery of exceptional day-to-day services to residents and businesses within the community.
- Learn the City's services and operations and engage with City staff at all levels by visiting worksites both initially and in a structured way over time. Continue to work with Senior Staff on increasing communication, teamwork, accountability, reporting, and providing clear leadership and strategic direction for the organization.
- Develop a plan to prioritize the top initiatives of the Mayor and Council and the Comprehensive Plan to accomplish over the next 3-4 years, operationalizing the steps needed to achieve the vision to make Camden a location of choice for people to live, work, and play.
- Collaborate closely with other local governments, and state, and federal leaders to address shared challenges and opportunities on intergovernmental cooperation and legislative initiatives.

The successful candidate will be a professional, ethical, experienced leader that provides leadership and direction for the overall core functions of the City of Camden. Candidate is detailed-oriented strategic individual who sees the big picture and long-term vision for the City of Camden with overall financial oversight for all city operations. This position reports directly to the City Council.

Qualified applicants should possess a master's degree from an accredited college or university with major course work in public administration, business administration, economics, or a related field, and ten years of progressively responsible professional experience in municipal government that includes at least five years as a department head, assistant city manager or city manager.

The hiring range for the City Manager is \$150,000 to \$175,000 on experience and qualifications. The City provides a competitive state benefits package including health, dental and vision insurance, short-term disability, South Carolina Retirement System (SCRS), and a cell phone stipend.

All applicants must submit a cover letter, resume, and five professional references to Vanessa Dixon, Human Resources, at vdixon@camdensc.org or 1000 Lyttleton Street, Camden, SC 29020. The position is open until filled with first review and consideration given to those who apply by March 25, 2024. All inquiries should be emailed to vdixon@camdensc.org.