



APRIL 2022

Recruitment Services Proposal

FOR THE CITY OF JOHN DAY

PRESENTED BY

Greg M. Prothman

President, GMP Consultants

GMP CONSULTANTS

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April 21, 2022

Mr. Ron Lundbom
Mayor
City of John Day, Oregon
450 E. Main Street
John Day, OR 97845

Dear Mayor Lundbom,

Thank you for the opportunity to provide a proposal to assist the City of John Day with the recruitment of a new City Manager.

GMP consultants have collectively worked on over 400 executive searches and have a reputation for providing superior service and building lasting relationships with both clients and candidates. We believe our proven process provides a best practices approach to attracting high quality candidates and ensuring a good fit for your organization.

If you have any questions or would like to discuss your specific needs, please do not hesitate to contact me at (206)714-9499 or Greg@gmphr.com. I look forward to hearing from you and hope to have the opportunity to work together soon.

Sincerely,

A handwritten signature in blue ink, appearing to read "Greg Prothman", written in a cursive style.

Greg M. Prothman
President,
GMP Consultants LLC



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ABOUT GMP CONSULTANTS

GMP Consultants is a Pacific Northwest-based public sector executive search firm with a collective 180 years of local government leadership experience with both regional and national relationships. GMP Consultants offer our clients experienced subject matter experts with a solid understanding of local government coupled with decades of experience. We have served in a wide range of executive positions, from city and county management to public works, management information systems, and finance.

Our Qualifications

Founded and led by Greg M. Prothman, formerly the CEO of Prothman, GMP consultants have worked on over 400 executives searches and over 80 public sector consulting projects. All our senior search consultants are active in both ICMA and local state level city management associations or in their respective professional associations.

Our Philosophy

Our business philosophy centers on the understanding that this is a “people” related industry. We have a reputation for providing superior service and building lasting relationships with both clients and candidates. We believe that attention to others’ needs is the key to effective customer service.



Why Choose GMP?

What you get with GMP Consultants is personal service. You appreciate it when phone calls are returned, projects stay on schedule and your challenges are given thorough and creative thinking. While other companies may assign your business to lesser experienced staff, we offer exceptional service from senior-level consultants

- **Service & Relationship** - Our consultants bring a reputation for providing outstanding service and building lasting relationships with both clients and candidates.
- **Customized Solutions** - We take the time to become familiar with your organization to ensure that we offer the best solution and not just a single service.
- **People First** - We work closely with you and your candidates through every stage of the recruitment process, creating a welcoming candidate experience and ensuring an effective recruitment outcome.
- **Team Approach** - Our entire consulting group works as a team to leverage their networks to assist with each assignment and give your challenges thorough and creative thinking.

PROJECT TEAM MEMBERS

Greg M. Prothman – President

Greg offers a unique combination of 20+ years of experience in various functions of government and 25 years of experience in public sector recruitment. Prior to forming GMP Consulting, Greg founded and was the driving force at Prothman Company as its CEO. Prior he was a partner at Waldron & Company. Early in his career Greg served as a police officer for the University of Washington and the City of Renton. He left police work after completing his Master's degree in Public Administration and accepted an administrative position for the City of Des Moines, WA. He was quickly promoted to Assistant City Manager and then City Manager. A Seattle native, Greg completed his BA at Western Washington University and his Master of Public Administration (MPA) degree from the University of Washington. Additionally, he completed the Senior Executives in State and Local Government program at Harvard University. Greg is a volunteer member of Seattle Mountain Rescue and a member of Crystal Mountain Ski Patrol.

Andrew Neiditz – Senior Consultant

Andrew is a tenured public administration professional bringing over 40 years of public sector leadership and management experience. Prior to retirement Andrew was the first executive director for the newly created South Sound 911 where he managed the consolidation of dispatch services for 19 police and 22 fire departments. Prior, he served as city manager for the City of Lakewood, WA for eight years and City Administrator for the City of Sumner, WA for six years. Andrew also has extensive leadership experience at county level having served as Deputy County Executive for Pierce County, WA for eight years. Andrew is a recognized leader in his professional associations having served as International City Manager Association's regional Vice President and Washington City Manager Association President. Andrew has a Bachelor of Arts in Social Work from Stockton State College and a Master of Public Administration from the University of Oregon. In addition to being an ICMA credentialed manager he has also attended the Senior Executive Program, State and Local Government at Harvard University.

ADDITIONAL GMP TEAM MEMBERS

Bob Larson – Senior Consultant

Bob is an experienced municipal manager who has served in senior management positions and local government since 1986. He is recently retired from City of Gig Harbor where he served as City Administrator. Previously he served for 16 years with the City of Snoqualmie as City Administrator. He also has city management experience in Minnesota where he provided management expertise with two communities. Bob is a former Washington City Manager Association President as well as serving on the Board of Directors for NORCOM. He is known and well respected within municipal government for his leadership and management qualities. Bob has a strong background in municipal finance, capital programs development, creating community partnerships, economic development, customer service improvements and organizational development. Bob has a Bachelor of Science Degree in Urban & Regional Planning and a Masters in Urban & Regional Planning. Bob is an avid skier and hiker.

Jennifer Ferguson – Finance Consultant

Jennifer recently retired from public service and has thirty years in public sector administration, finance and economic development. She has significant experience in financial policy and procedures, operating and capital budget development and economic/business development initiatives. She has held positions at the City of Stanwood, Issaquah and City of Snohomish, as well as small cities in Minnesota and State of Minnesota Small Business Development Center before moving to Washington.

Stephen Clark – Public Works & Planning Consultant

Steve is a unique in that he brings 40 years of knowledge and experience in both public works and municipal planning to the company. After his retirement from the City of Maple Valley where he served as both Community Development and Public Works Director for six years, he has served as interim public works director for the cities of Snoqualmie, Yelm and Port Angeles. Additionally, he served as Maintenance and Operations Director for the City of Bonney Lake and Interim General Manager for the Snoqualmie Pass Utility District. Steve began his career as a senior planner for Yakima County and later became the Assistant Manager for Woodinville Water & Sewer. He has also served as Capital Projects Manager for City of Issaquah and Transportation Development Coordinator for the City of Renton. Steve holds a Bachelor of Arts from the University of Washington in Urban Planning and a Master of Business Administration from City University. Steve remains active in both American Public Works Association and the American Planning Association.

Justin Venezia – IT Consultant

Justin Venezia brings over 20 years of Information Technology experience to Prothman. His resume includes working with/for major software firms - including VMware, F5 Networks and Citrix. He has extensive experience with designing, implementing, and operating large-scale/enterprise networks and telephony systems while managing support/operation/engineering teams at companies such as Blue Cross/Blue Shield and as an IT director one of the largest regional banks in Northeastern Pennsylvania. His experience brings a full “360 degree” view of IT services and solutions, focusing on how users consume IT as well as how customers choose, operate and implement technology to solve business and technical challenges.

Sarah Marsh – Content Designer

Sarah brings a background across nonprofit, business, government, and education sectors. She holds an M.B.A in Organizational Behavior & Development from the University of Vermont. She also publishes in the field of American History and is the author of two award-winning children's books with Disney-Hyperion and Little, Brown. Sarah has a heart for researching and highlighting what makes a community and organization special.

WORKPLAN & APPROACH

INFORMATION GATHERING & RECRUITMENT PROFILE DEVELOPMENT

Review and Finalize Search Process and Schedule

We'll virtually meet with the Mayor & City Council and staff to review project needs, process, schedule, and identify the scope of the recruiting market. Our goal is to thoroughly understand your organization, current challenges, timeline, and preferred qualifications for this recruitment.

Develop, Review, and Approve a Detailed Recruitment Profile & Invitation

We'll create a detailed recruitment profile highlighting the strengths of your job opportunity. Examples of prior recruitment profiles are included in this proposal and typically feature the following:

- Why Apply?
- Community Profile
- The Organization, Department, & Position
- The Ideal Candidate
- Challenges & Opportunities
- Compensation & Benefits
- Resources
- Your Social Media (if applicable)

STRATEGIC MARKETING

Targeted Recruitments - We develop advertising and place ads in websites, job boards, and periodicals. Targeted ad placement will include:

- Intl. City Managers Association (ICMA)
- Oregon League of Cities
- Washington Association of Cities
- Association of Idaho Cities
- Municipal Management Association of Northern California
- Colorado Municipal League
- Careers in Government
- Government Jobs

Development of Candidate Database for Direct Mail Invitations - We will mail approximately 300 to 500 letters of invitation to city managers/administrators in the 11 western United States.

CANDIDATE SCREENING AND SHORTLIST PRESENTATION

Candidate Application Materials - Candidates are asked to submit a cover letter, application, resume, answers to supplemental questions (designed to measure writing and thinking skills) and five professional references.

Selection & Interview of Semifinalists - We review all candidate application materials and identify 8 to 12 of the most promising semifinalists. We conduct a one-hour interview with each semifinalist and provide written observations.



Search Work Session – We will meet with you via Zoom to review semifinalists. Prior to the meeting we will send you're the: each applicant's cover letter, resume, essay questions, the consultant semifinal interview notes and candidate summary sheet. The Mayor & City Council select the finalist candidates and design the final interviews.

FINAL INTERVIEWS & SELECTION

Design and Preparation of Final Interviews - We will help you decide on the structure and schedule of the interviews, including the panel participants and facilitators. We will tailor the process to fit your needs and prepare all the candidate materials for the interviews.

Reference & Background Checks - We conduct professional reference checks on each candidate, requesting the names of supervisors, subordinates, and peers. Background checks include Education Verification, Criminal History, Driving Record, and Sex Offender Check.

Candidate Travel - We'll also help you identify which candidate travel expenses your organization wishes to cover and then work with the candidates to coordinate the most cost-effective travel arrangements.

Final Interviews & Selection - The Mayor & City Council (and advisory panels if used) interview finalists. We will facilitate a debrief with all panel participants. After the debrief, we will facilitate the evaluation process, help the decision makers come to consensus, discuss next steps, and organize any additional candidate referencing or research if needed.

Candidate Appointment - We will facilitate potential contract elements with the Mayor & City Council. Once your top candidate has been selected, we will assist as needed with the job offer, contract negotiations, and employment agreement.

PROFESSIONAL REFERENCES

Island County, WA

Catherine Reid, HR Director
Creid@islandcountywa.gov
360-240-5584

County Administrator - In Progress

Gunnison County, CO

Matthew Birnie, County Manager
MBirnie@gunnisoncounty.org
970-641-3061

Chief Financial Officer - In Progress

Asst. County Manager - In Progress

City of Newcastle, WA

Linda Newing, Mayor
lindan@newcastlewa.gov
206.280.6551

City Manager – In Progress

Community Development Director – In Progress

City of Belgrade, MT

Neil Cardwell, City Manager
ncardwell@cityofbelgrade.net
406-388-3760

City Manager (2)

Human Resources Director - In Progress

City of Pasco, WA

Dave Zabell, City Manager
zabell@pasco-wa.gov
509-834-9343

Police Chief, Finance Director

City Manager, Deputy City Manager

City of Lakewood, WA

John Caulfield, City Manager
jcaulfield@cityoflakewood.us
253-983-7703

Finance Director, City Manager

PROFESSIONAL FEE

The fee for conducting a City Manager recruitment is \$15,000. The professional fee covers all consultant and staff time required to conduct the recruitment. Professional fees are billed in three equal installments: at the beginning, halfway, and upon completion of the final interviews. The City of John Day will be responsible for reimbursing expenses incurred on the City’s behalf.

Expenses include:

- Websites, job boards and other advertising (approx. \$1,600 - 1,900)
- Direct mail announcements (approx. \$1,200 - 1,400)
- Consultant travel: Mileage at IRS rate and \$65 per hour
- Background checks (approx. \$170 per candidate)

The City of John Day has the right to cancel the search at any time. The City’s only responsibility would be the fees and expenses incurred prior to cancellation.

GUARANTEE & WARRANTY

Should the selected candidate leave the employment of the City within the first 12 months of appointment, we will, conduct one additional recruitment for the cost of expenses only, if requested to do so within six months of the employee’s departure. If the major elements of the process are followed and a candidate is not chosen, we will repeat the recruitment once with no additional professional fee, the only cost to you would be the expenses.

LOCAL GOVERNMENT CAO SEARCHES BY GMP’S CONSULTANTS

Association of Washington Cities (AWC) Chief Executive Officer	CAM-PLEX Multi-Event Facilities (WY) General Manager	City of Colorado Springs, CO Assistant City Manager
City of Arlington, WA City Administrator	City of Canby, OR City Administrator	City of Connell, WA City Administrator (2)
City of Bainbridge Island, WA City Administrator (2)	City of Carnation, WA City Manager (2)	City of Covington, WA City Manager
City of Battle Ground, WA Deputy City Manager	City of Casper, WY City Manager	Cowlitz 911 Executive Director
City of Belgrade, MT City Manager (2)	City of Chehalis, WA City Manager (2)	City of Damascus, OR City Manager
Blaine County, ID County Administrator (2)	City of Chelan, WA City Administrator (3)	Deschutes County, OR County Administrator
City of Bothell, WA Deputy City Manager Assistant City Manager	Clackamas County, OR County Administrator	City of DuPont, WA City Administrator
	Clatsop County, OR County Manager (2)	City of Duvall, WA City Administrator



Eagle County, CO County Manager	Issaquah Food & Clothing Bank (WA) Executive Director	Lincoln City, OR City Manager
East Multnomah Soil & Water Conservation District (OR) Executive Director	City of Issaquah, WA City Administrator Deputy City Administrator (2)	City of Longview, WA City Manager
eCityGov Alliance (WA) Executive Director	Island County County Administrator	County of Los Alamos, NM County Administrator
City of Edgewood, WA City Manager (2)	Jefferson County, WA County Administrator	City of Louisville, CO City Manager
City of Ellensburg City Manager	City of Kelso, WA City Manager	City of Lynden, WA City Administrator
City of Fife, WA City Manager	City of Kenmore, WA City Manager (2)	MACC 911 Executive Director
City of Fircrest, WA City Manager (2)	City of Ketchum, ID City Administrator	City of McMinnville, OR City Manager
Franklin County, WA County Administrator	Ketchum Community Development Corp. (ID) Executive Director	City of Newcastle, WA City Manager
City of Gillette, WY City Administrator	KITTCOM - 911 Executive Director	City of Post Falls, ID City Administrator
City of Gladstone, OR City Administrator	City of Lacey, WA City Manager	City of Port Angeles City Manager
Gunnison County, CO County Manager Assistant County Manager	City of Lake Forest Park, WA City Administrator (3)	City of Port Townsend City Manager
City of Hailey, ID City Administrator	City of Lake Oswego, OR City Manager	City of Prosser, WA City Administrator (2)
City of Hermiston, OR City Manager	City of Lake Stevens, WA City Administrator	City of Puyallup, WA City Manager (2)
City of Hood River, OR City Manager	City of Lakewood, WA City Manager & Asst. City Manager Lane County, OR County Administrator	City of Ridgefield, WA City Manager
Hood River County, OR County Administrator	City of Leavenworth, WA City Administrator (2)	City of Riverton, WY City Administrator
Intercity Transit, WA General Manager	City of Lebanon, OR City Manager	San Juan County, WA County Manager
Island Transit (WA) Executive Director	City of Lewiston, ID City Manager (2)	City of Scappoose, OR City Manager
		City of Seattle, WA Labor Standards Division Director
		City of Shelton, WA City Administrator (2)



Management Assistant
Police Chief

City of Shoreline, WA
City Manager
Deputy City Manager

SNOCOM 911
Executive Director

Snohomish County, WA
Executive Director

Snohomish County PUD (WA)
Assistant General Manager

South Sound 911
Executive Director

City of Spokane Valley, WA
City Manager
Deputy City Manager (2)

City of Stanwood, WA
City Administrator

City of Stevenson, WA
City Administrator

City of Sultan, WA
City Administrator (2)

Summit County, UT
County Manager

City of Sun Valley, ID

City Administrator

City of Sunnyside, WA
City Manager

City of Thorne Bay, AK
City Administrator

Twin Transit (WA)
General Manager

City of Vancouver, WA
Assistant City Manager

City of Walla Walla, WA
City Manager

Washington Association of County
Officials
Executive Director

Washington Counties Risk Pool
Executive Director

Washington School Information
Processing Cooperative - WSIPC
Executive Director

Water & Sewer Risk Management
Pool (WA)
Executive Director

City of West Linn, OR
City Manager

City of Whitefish, MT
City Manager

City of White Salmon, WA
City Administrator

City of Wood Village, OR
City Administrator

City of Woodburn, OR
City Administrator

City of Woodinville, WA
City Manager (2)

Woodinville Water District, WA
General Manager

City of Woodland, WA
City Administrator

City of Wrangell, AK
Borough Manager

City of Yakima, WA
City Manager
Assistant City Manager

EXAMPLES OF GMP’S POSITION PROFILE AND INVITATION TO APPLY LETTER

(Attached)



WHY APPLY?

Join an energetic, collaborative, forward-thinking leadership team in one of Montana's fastest growing cities and take a HR department from good to great!

DIRECTOR OF HUMAN RESOURCES

City of Belgrade, Montana

\$100,000 - \$115,000 DOQ and Closing Date of June 5, 2022

Dear Colleague,

GMP Consultants is assisting the City of Belgrade, MT in finding a **Director of Human Resources**. Perhaps this is the right time in your career to consider this exciting opportunity. If not, would you please pass this on to other human resources professionals who may be interested?

Thank you for your consideration and assistance.

Greg M. Prothman
GMP Consultants





DIRECTOR OF HUMAN RESOURCES

City of Belgrade, MT



THE ORGANIZATION

With a population of 10,000, the **City of Belgrade** is located ten miles west of Bozeman in the beautiful Gallatin Valley. City Manager Neil Cardwell leads an energetic and collaborative leadership team that is driven to find innovative solutions to challenges that regularly arise in managing one of the fastest growing cities in the state. The City fosters an environment that encourages courageous conversations and new ideas.

Belgrade is a full-service city operating under a Council/Manager form of government with a total 2022 budget of \$7 million and a team of 78 FTEs. The Human Resources Department was established in 2018 as a part of the City Administration Office and operates with a team of 1.75 FTE's.

THE IDEAL CANDIDATE

The City of Belgrade is seeking an experienced and innovative Director of Human Resources with the knowledge, skills, and drive to build an organization from the ground up. The ideal candidate will be an energetic individual who values collaborative, creative thinking, and who thrives on responding to new challenges in a rapidly changing, fast-paced environment.

The Director's work is broad in scope and requires seasoned judgement and a high degree of initiative and independence. As a relatively new department, there is a need to create structure through the development of documented policies and processes. As part of the leadership team, the Director will also assist the City Manager in shaping the work culture and developing new City services as Belgrade continues to grow.

- A bachelor's degree or higher in human resources or related field.
- Progressively responsible experience in human resources administration, preferably in the public sector.
- Payroll experience, preferably with ADP.
- Experience creating and implementing personnel policies and procedures.
- Experience with fast growing or larger municipalities and the transition process from a small to large organization.

TO APPLY

Learn more at gmphr.com

Closing Date: **June 5, 2022**

For more information:

Greg M. Prothman
GMP Consultants
greg@gmphr.com
206-714-9499



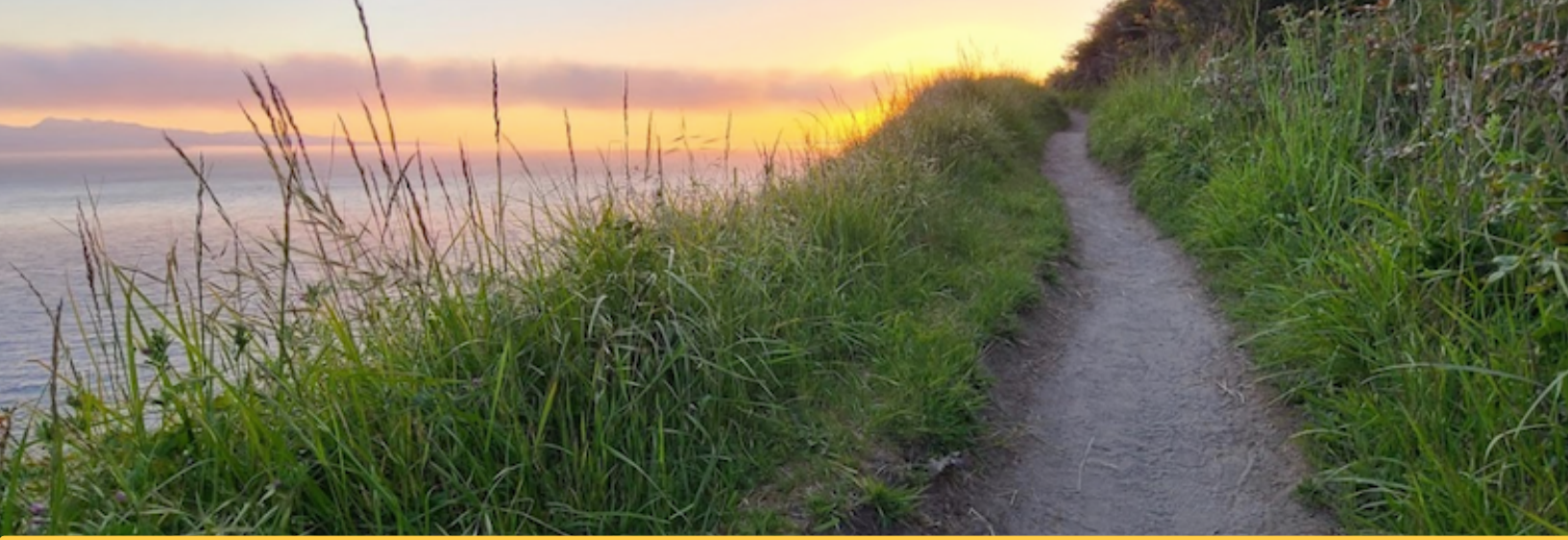


COUNTY ADMINISTRATOR

ISLAND COUNTY, WASHINGTON

EXECUTIVE
RECRUITMENT BY





WELCOME TO ISLAND COUNTY

Located two hours north of Seattle, Island County is home to 87,000 residents who enjoy a coastal lifestyle on two main islands: Whidbey and Camano. With almost 200 miles of shoreline and nine state parks, the islands are popular for hiking, camping, boating, kayaking, windsurfing, kite-boarding. The surrounding waters are a paradise for fishing, clamming, crabbing as well as spotting orcas and gray whales during migration season.

Whidbey Island is accessible from the north by the iconic Deception Pass Bridge, the focal point of Washington's most popular state park. Fifteen minutes south is Oak Harbor, Island County's largest city, home to 23,000 residents and U.S. Naval Air Station Whidbey Island - the county's largest employer.

Washington State Ferries service the central and southern end of Whidbey Island in the seaside towns of Clinton and Coupeville. The economy of this rural region relies heavily on tourism, small farms and businesses, and the arts. Whidbey's southern end is also home to residents who commute by ferry to the nearby city of Everett, where Boeing has a factory regarded as the largest building in the world by volume. Known as "the sun belt" of Washington, Whidbey has significantly less rainfall than Seattle.

Residents appreciate the environmental beauty, mild climate, and small yet diverse communities. They enjoy access to thriving arts and local fresh food, and of course — beaches. Stunning sunsets over the snowcapped Olympic mountains are a regular occurrence.

In between Whidbey Island and the mainland lies Camano Island, one hour north of Seattle and accessible by bridge. Nicknamed "the easy island" for its laidback lifestyle, Camano is known for its prolific arts community, natural beauty, and waterfront state parks. Tourism has expanded to include zipline tours, a sculpture park, bed and breakfasts, as well as a 12,000 square foot community playground built by the local Rotary club.



THE ORGANIZATION



Island County is led by a three-member Board of Commissioners elected from three districts to staggered four-year terms. The county operates with 465 full time employees spread over more than 20 departments and has a 2021 operating budget of \$118.5 million. The departments include Assessor, Auditor, Budget, County Clerk, County Commissioners, Coroner, District Court, Facilities Management, General Services Administration, Human Resources, Human Services, Information Technology, Juvenile Court Services, Planning and Community Development, Prosecuting Attorney, Public Health, Public Works, Sheriff including Corrections, Superior Court, and Treasurer.

The current board is bright, energetic, supportive, and eager for change. While Commissioners will occasionally have contrary viewpoints this Board is noted for its respect for each other as individuals and will always ensure each member has the freedom and opportunity to express their views. This is a high functioning Board that values the ability to disagree but maintains personal working relationships and always has the best interests of the County first.

**FULL-TIME
EMPLOYEES**
465

2022 BUDGET
\$118.5 million

SIZE
517
square miles

POPULATION
87,000

THE POSITION

The County Administrator is a new position reporting directly to the Board of Island County Commissioners, representing a significant change to both the Board and the organization. The County Administrator plans, organizes and coordinates the management of executive and administrative functions in coordination with and as assigned by the Board. This position provides organizational leadership and direction to Department Heads of Island County and is accountable for the efficient and effective performance of those departments, including establishing expected outcomes and results and evaluating those results.

Diversity, Equity, and Inclusion (DEI) – The County Administrator supports & influences colleagues to operationalize the DEI vision. This position works in partnership with the Equity Officer to provide leadership, collaboration, and support to teammates to differentiate our organizational vision for DEI into role-specific actions and performance management/accountability systems; and ensures that our DEI vision is infused into the DNA of the organization through its systems, tools, policies, structures, and practices.

Additionally:

- Advises and makes recommendations to the Board of Island County Commissioners regarding issues involving and affecting the County.
- Develops, recommends, and implements County policy and directives.
- Makes recommendations on financial and budgetary matters.
- Leads with exceptional personal character. Demonstrates individual respect and personal commitment in all interactions with staff, other departments, and individuals within and served by County government.
- Values and builds productive relationships. Cultivates high-functioning teams and creates organizational effectiveness.

THE IDEAL CANDIDATE



Island County is seeking a public sector professional who is comfortable working with the County Commission's delegated authority and sharing administrative duties with an active full-time Board. The Board is looking for a talented administrator, with high emotional intelligence who is able to provide consistent management guidance to all county departments and facilitate the day-to-day operation of the organization. Additionally:

- Ability to cultivate high-functioning teams and create organizational effectiveness. They should be familiar with modern management practices, including the foundations of DEI and the broad vision that DEI brings in achieving institutional excellence. They will need the ability to establish equality and equity in the workforce, possess strong cultural competencies and skills, and the ability to build coalitions and collaborative relationships.
- Demonstrate understanding of the subject matter areas that fall under the oversight responsibilities of this position, especially higher-level technology issues.
- Capable of assisting the Board, department directors, other elected officials as well as the public in feeling comfortable with this new role. This person will be noted for building trust with the Board as well as enhancing communication and consensus. The successful candidate will bring excellent interpersonal skills and will be a cheerleader for change.

EDUCATION & EXPERIENCE

- Bachelor's Degree from an accredited college or university, Master's Degree or higher preferred.
- 5 or more years of demonstrated progressively responsible managerial and supervisory experience with executive level decision making in government. Equivalent private sector experience may be substituted.
- Demonstrated experience in public sector budgeting and financial management. Experience in oversight of administrative programs and ability to manage in a complex, rapidly changing environment.
- Any equivalent combination which provides the required skills, knowledge and ability to perform the duties and responsibilities of the position.
- Candidates must have Covid-19 vaccinations.

Full job description available online at www.gmphr.com.

OPPORTUNITIES & CHALLENGES

While there are many organizational and operational challenges that the new County Administrator will need to address in the first six months of their tenure, clearly the most significant issue will be the establishment of the County Administrator position.

The Board is eager for professional management; however, this position represents a substantial change for the Board and the organization. The new County Administrator will need the skills to facilitate the navigation by Commissioners and Department Heads through this change and be able to build a cohesive executive management team. This position will have the opportunity to create the roles and responsibilities of the position with the instituting Board.

COMPENSATION & BENEFITS

Island County is offering a salary range of \$140,000 - \$160,000 for this position dependent upon experience and qualifications. The comprehensive benefits package includes:

- Medical, Dental, & Vision
- Life and Long-Term Disability
- 11 paid Holidays
- 19.5 days Paid Time Off with increases every 3-4 years
- 52 hours of Washington State Sick Leave
- PERS Retirement System
- EAP Program

RESOURCES

Island County

islandcountywa.gov

Whidbey Island Events, Festivals, Lodging, Lifestyle and More

whidbeyisland.us

Whidbey and Camano Island Tourism

whidbeycamanoislands.com

TO APPLY

Apply online at
www.gmp.hr.com

First Review: **April 10, 2022**

For more information:

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