



The Village of Rantoul, Illinois seeks qualified candidates for

VILLAGE ADMINISTRATOR

Starting Salary – Competitive, DOQ

Application Deadline – July 23, 2018

The Village of Rantoul is an Equal Opportunity Employer, committed to providing equal opportunity in recruitment, hiring, and all other employment practices and decisions.



COMMUNITY BACKGROUND

The Village of Rantoul is experiencing a renaissance. Since the closing of Chanute Air Force Base a quarter century ago, Rantoul has emerged as a progressive community that supports innovation with thriving manufacturing, food, agriculture, world-class university research facilities and high-tech industries. From the Tuskegee Airmen to Minuteman missiles, Rantoul is celebrating and building on a proud legacy that is still reflected in the Village's culture of discipline and hard work.

The Village offers housing opportunities that range from single family homes on unique tree-lined residential streets as well as multifamily dwellings of apartments or townhomes. The community has an innovative school system and is part of a well-regarded library district. Rantoul's existing industries are growing. Our community members are eager for new amenities that will reinforce the lifestyle that makes Rantoul a great place to live. Development is ongoing near Interstate 57 and other areas of the Village.

The Village welcomes your interest in Rantoul. The municipality has taken productive steps to ensure the highest level of services for its residents. Electric, water, wastewater, gas, and solid waste services are provided by the Village or through a contracted supplier. In addition, the Village also has a number of beautifully maintained parks that are the envy of other central Illinois communities.

THE MUNICIPAL GOVERNMENT

Rantoul's local government is a "strong mayor" form and consists of the Mayor, the six-member Board of Trustees, and the Village Administrator. Village Board meetings are held on the first and second Tuesday of the month. The Board approves the annual municipal budget and decides on taxing levels to fund municipal services. In addition, the Board establishes policies, goals, and objectives to direct the Village's growth and development, and adopts ordinances, rules, and regulations as necessary for the general welfare of the community and its visitors.

The Mayor serves as the Village's Chief Elected Officer and performs traditional statutory functions. The Village Administrator directs the day-to-day services and operations of the Village. The Administrator is responsible for executing the Village Board's policies, ordinances, resolutions and service objectives, and works with the Mayor, Board Members, Village staff and citizens to establish and implement long-range goals and objectives.

The Village has a proposed FY 2019 budget of \$44.7 million for all funds under management. Our 122 full-time employees assure the effective and efficient delivery of day-to-day municipal services including utilities as well as the operation of our general aviation airport.

Additionally, the Village of Rantoul is focusing heavily on the Rantoul Tomorrow Initiative. This initiative seeks to connect the community in order to promote healthy municipal revenues, improve the Village's reputation, and provide a better quality of life for Village residents. The initiative brought the community together to define three focus areas: neighborhoods, schools, and economic growth. As

each area grows and improves, it will spur growth in the other focus areas, building a bright future for the Village of Rantoul. More information on this initiative can be found at www.rantoultomorrow.com.

THE ADMINISTRATOR

The Administrator supervises the Village's department heads. These departments include Financial Administration, Human Resources, Community and Economic Development, Police, Fire (Volunteer), Public Works (including Electric, Water, Wastewater, Streets, and Gas), Building Safety, Neighborhood Services, and Recreation.

The Administrator develops programs and policies which enrich the services provided by the Village to its citizens and businesses. The selected candidate will have demonstrated an ability to build coalitions and will be expected to work with citizens, community groups, business and economic interests and state/local/ federal government entities to facilitate and enact positive change.



QUALIFICATIONS AND EXPERIENCE

The annual starting salary is competitive, dependent on qualifications. The Village benefits package includes health, dental, vision, and life insurance, a generous pension program, furnished vehicle, and a variety of other ancillary benefits. The selected candidate is expected to establish residency within the Village's corporate limits within six months of hire. The Village of Rantoul is an Equal Opportunity Employer, committed to providing equal opportunity in recruitment, hiring, and all other employment practices and decisions.

Required Qualifications

- Bachelor's degree in public administration or a closely related field AND seven years of executive management experience in local government in municipalities with a population of 10,000 or more OR fifteen years of executive management experience in local government in municipalities with a population of 10,000 or more;
- Thorough knowledge of federal, state, and local laws pertaining to municipalities;
- Executive experience must include all four responsibilities as identified by ICMA for credentialed managers, which includes staff management, financial management, policy facilitation and implementation, and service delivery;
- Possess a demonstrated record of positive community relations in a culturally diverse setting.

Preferred Qualifications

- Master's degree in public administration or a closely related field;
- ICMA Credentialed Manager (ICMA-CM) designation

HOW TO APPLY

Applications will be accepted at www.myrantoul.com. Questions can be directed to the Human Resources Manager by phone at (217) 892-6856 or by email at hr@myrantoul.com. Completed applications must be received by 5:00PM on July 23, 2018.

