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# CITY MANAGER

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*Salary Range \$162,000 - \$185,000*

*Apply by Friday, January 19th*

## **ABOUT THE POSITION**

The City of El Mirage is looking for an energetic, highly skilled, and economically-savvy professional with excellent interpersonal skills who will complement the City's need for effective change, efficient government, and the need to develop a strong a customer-service culture within City Hall.

The City Council is looking to create a 'customer service' culture where staff residents & employees take great pride in City leadership. They are seeking a City Manager who can effectively lead the City's senior management team and retain high-quality staff while improving the organizational culture and attracting new business and industry.

## **BACKGROUND**

From the Latin, "*mirari*" or mirror, the City of El Mirage is a place to see or be amazed with.

At the center of the Valley of the Sun, the city's hometown atmosphere with all the excitement of metropolitan living makes El Mirage the place to be. Minutes away from an array of professional sports venues, high-end retail outlets, and some of the best golf courses in the United States, the City's 35,000 residents enjoy the best of small town & big city life.



City of  
**EL MIRAGE**  
Arizona

*GRAND HERITAGE, BRIGHT FUTURE!*

**CITY MANAGER**



Agua Fria River

### HISTORY

El Mirage...from the Latin, “*mirari*.” or mirror, something of wonder, something to be amazed at.

First home to the ancient **Native American** culture, the **Hohokam**, the City’s heritage dates as far back as 300 BC, when these ancestors migrated north out of Mexico. The Hohokam occupied a large region of south-central Arizona, roughly from Flagstaff to the Mexican border and were widely regarded as the most skillful irrigation farmers in the Southwest. The ingenious Hohokam developed an elaborate irrigation network using only stone instruments and organized labor. They were commonly known as the “Canal Builders.” In 1867, most of the Hohokam canals were retrenched and used for farming.



Migrant farmers, circa 1930

After the **Desert Land Act of 1877**, El Mirage served as the impetus for exploring arid and semi-arid public lands for agricultural development in the Western United States. The City’s level plains covered with desert vegetation brought seasonal workers to grow roses, cotton, onions, and other crops that helped define the Northwest Valley. Federal irrigation projects constructed in the 20th century provided a more consistent and assured water supply throughout the Valley of the Sun for agriculture. Dam completions specifically harnessed the Salt and Agua Fria rivers and attracted farming families whose eventual need for homes, schools, and commerce assured the City’s place in history.



Present day farming

Arizona became the 48th state in 1912 when **George P. Hunt**, walked from his hotel in Washington D.C. to the Capitol building to watch President Taft sign Arizona into statehood. Mr. Hunt had refused to ride in a carriage, because he wanted to show that Arizonans were a breed of tough, independent people who took care of themselves and thrived under any conditions.



Since the City’s incorporation in 1951, El Mirage has transcended its rural, agricultural beginnings, to emerge as a diverse urban community of more than 30,000 people from various geographies and ethnicities.

CITY MANAGER

**GEOGRAPHY/DEMOGRAPHICS**

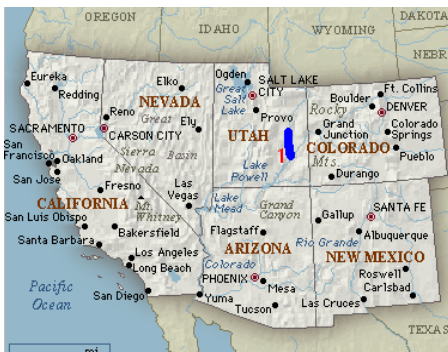
El Mirage is a livable, modern city at the crossroads – literally and figuratively – of the Old West and new Urban environment. El Mirage lies on the western edge of the sprawling Phoenix Metropolitan Area – within the **Valley of the Sun** – accompanied by more than 30 other local governments. All major professional sports franchises and several recreation areas are within a 30-minute drive, with dozens of recreation areas and national parks within just a few hours.

The City’s affordable housing, small-town feel, and proximity to downtown Phoenix attracts young working families, retirees looking for a cohesive community and slower pace, and entrepreneurs seeking expansion into new markets. The City covers nearly 10 square miles, enclosed to the north by the U.S. Highway 60, one of the areas busiest regional highways, and the Northern Parkway transportation corridor to the south. Just to the east lies the Agua Fria River, a 120-mile long intermittent stream that discharges into the Gila River – part of the **Colorado River** system.

El Mirage is 40 minutes from the **Sky Harbor International Airport** – with over 43,000,000 passengers per year. *American, Southwest, Delta, Mesa and United Airlines* provide direct access to Atlanta, Chicago, Dallas / Fort Worth, Denver, Los Angeles, Minneapolis, Salt Lake City, Seattle, and Washington National.

Major destinations within driving distance:

- Phoenix (30 min)*    *Scottsdale (30 min)*    *Sedona (90 min)*
- Grand Canyon (3 hrs)*    *Las Vegas (4 hrs)*    *Los Angeles (5 hrs)*
- San Diego (5 hrs)*    *Rocky Point, Mexico (3 hrs)*



**Population**

According to the 2010 United States Census Bureau, El Mirage has a total area of 9.9 square miles (26km<sup>2</sup>), 9.7 sq/mi of which is land and .2 square miles of which is water or dry river bed. 35,043 people call El Mirage home, with 9,907 households and an estimated 11,324 housing units available. The population density is 3,170 people per square mile.

**Median Income**

In 2015, the median household income in the city was \$49,504, and the average household income was \$50,326. About 19% of the population lives below the poverty line.

**Cost of Living**

El Mirage has some of the most affordable real estate in the Phoenix Metropolitan Area. The median price of a home in El Mirage is \$108,300 – less than ½ of the median house price for a home in the Phoenix Metro area \$242,100. Nearly 10% of the city’s 11,324 housing units are available.

Age Group	Percent
<5	9.2
5-17	23.5
18-24	10
25-34	17.6
35-44	13.5
45-54	10.7
55-64	7.5
65+	8.2

*Source: US Census*

**Ethnic Composition**

In 2010, of the 9,907 estimated households and 10,132 families living in El Mirage, the racial makeup of El Mirage is 48.7% Hispanic, 40.7% White, and 6.1% African American, 5% of other ethnicities.

**Age Distribution**

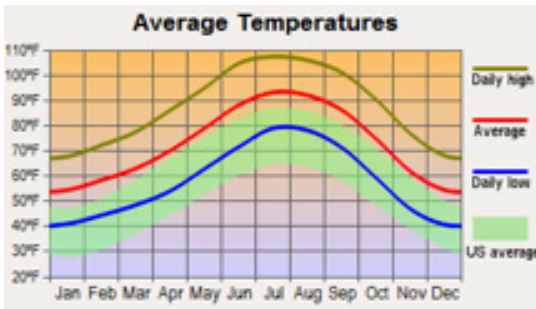
36% of the population falls under 18 years of age while 6.5% are over 65 years of age. 39.9 % of the population is over 35 years. Median age: 29.7 years.

## CLIMATE

El Mirage gets 9 inches of rain per year – well below the US average of 39 inches and 20 days of measurable precipitation. On average, El Mirage experiences 297 sunny days annually, with mid-summer high temperatures around 105° and a mid-Winter low temperature of 41°. Average annual snowfall in El Mirage is 0 inches – while the average US city is the 26 inches.

El Mirage (Phoenix) also rests in the Basin and Range below the Transition Zone – (Arizona’s Central Highlands) and the **Colorado Plateau**. Phoenix’s ‘monsoon’ season arrives in late June and lasts through September, and is known known for its high temperatures, thunder and dust storms (haboobs).

The pollution index in El Mirage is 20% better than the national average.



## COMMERCE

Retail expansion in El Mirage is also an important and significant economic driver due to its potential for generating tax revenues, creating jobs, and drawing new visitors and residents. In recent years, several new retailers – most representing national chains – have located to El Mirage including, **Valero, Auto Zone, Goodwill Industries, Burger King, Subway, and Enterprise Rent-A-Car.**

Public Safety and Recreation have been the focus of voter-approved bonds in recent years. As a result, the City has ambitiously constructed state-of-the-art facilities, including: City Hall, Fire & Police stations & City’s Recreation Center (operated by the NW Valley Family YMCA). These ambitious projects address the significant community needs spurred by the

influx of new residents and businesses. In fact, the City’s population has more than quadrupled in the last decade, and City leaders are committed to keep pace with such growth through fiscal stewardship and sound financial management.

Regional cooperation and planning are important to transportation, land use, air quality, human services, 9-1-1 and many other services. The City is a member of the regional planning Maricopa Association of Governments (MAG) and is also a member of Greater Phoenix Economic Council (GPEC), WESTMARC (Western Maricopa Coalition), and the **Surprise Area Chamber of Commerce.**



El Mirage’s participation in this regional multi-city collaboration also aims to enhance regional transportation. El Mirage is in the midst of more than \$54,000,000 in infrastructure and road improvements including the **Northern Parkway** transportation corridor. This project will provide access to the Loop 303, connecting to Interstate 10 and Interstate 17. By aggressively improving public



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**COMMERCE (CONT.)**

infrastructure and public safety to keep pace with demand, leadership is focused on redevelopment, future commercial & industrial economic growth to offer the best services and programs to residents and businesses.

El Mirage is also part of a multi-jurisdictional effort in the West Valley known as the **Greater Maricopa Foreign Trade Zone (FTZ)**. The Zone is a government designated 1600-acre site located in the city's commerce / industry park – at the City's southern end – at the Northern Parkway transportation corridor. The FTZ is important to the City because foreign and domestic goods may be stored, assembled, or exhibited for sale exempted from U.S. Customs duties and excise taxes. The FTZ is an integral part of future business development.

El Mirage is mere minutes from **Luke Air Force Base (AFB)**, USAF's largest fighter pilot training facility in the world. The City proudly celebrates and supports the men and women of Luke Air Force Base and their mission and many of Luke's personnel call El Mirage home.

Construction, manufacturing, mining, fabrication and agriculture are the primary employment sectors in El Mirage. Local companies include a **Burlington Northern Santa Fe (BNSF)** vehicle distribution center for automobiles, a mining operation (Cemex), a concrete pipe manufacturer (Forterra Pipe & Precast) and a new mineral extraction equipment fabricator (Goodfellow Crushers). Other area employers include Luke Air Force Base, Wal-Mart, and **Dysart Unified School District**. The FTZ Commerce/Industry Park has direct access to Loop 303 and U.S. Highway 60, connecting two major interstates (I-10 and I-17) and access to the greater Phoenix area via Grand Ave (U.S. 60).



**INDUSTRY (RANKED BY EMPLOYMENT) IN EL MIRAGE**

Industry	Count	Share
Education, health care & social assistance	2,852	20.3%
Retail trade	1,890	13.4%
Professional, scientific, & administrative services	1,820	12.9%
Arts, entertainment, food & recreation services	1,531	10.9%
Finance, insurance & real estate	1,339	9.5%
Construction	1,115	7.9%
Public administration	874	6.2%
Manufacturing	811	5.8%
Transportation, warehousing, & utilities	637	4.5%
Other services, except public administration	531	3.8%
Wholesale trade	394	2.8%
Information	192	1.4%
Agriculture, forestry, fishing, hunting, & mining	93	0.7%

Source: American Community Survey, AZ Com Authority.



**Useful Links:**

- [SURPRISE AREA CHAMBER OF COMMERCE](#)
- [DYSART UNIFIED SCHOOL DISTRICT](#)
- [WESTMARC](#)
- [AZ COMMERCE AUTHORITY](#)
- [GREATER PHOENIX PARTNERSHIP \(GPEC\)](#)
- [MARICOPA ASSOCIATION OF GOVERNMENTS \(MAG\)](#)

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## FORM OF GOVERNMENT

Under Arizona Revised Statutes, the City of El Mirage is a General Law City (no charter) governed by an elected Council-Manager form of government. The elected officers consist of 1 directly elected mayor and 6 council members.

Mayor Lana Mook is currently in her 7th year. Vice-Mayor for 2 months, Bob Jones is serving his 3rd year on the Council. Other Councilmembers tenures are: Roy Delgado (15 years), Anita Norton (2 months), Jack Palladino (7 years), Lynn Selby (7 years), David Shapera (9 years). Mayor and 4 Council seats are up for election in 2018.

The professional backgrounds of the Council and Mayor include: Health Care Management, Retail Sales, Oil Industry Management, Therapeutic (Horse) Riding Instruction, Law Enforcement, Accounting & Financial Counseling, and Postal Carrier.

The Council envisions that City Government that is dedicated to upholding the City's integrity and continually improves the quality of community services.

## WORK ENVIRONMENT

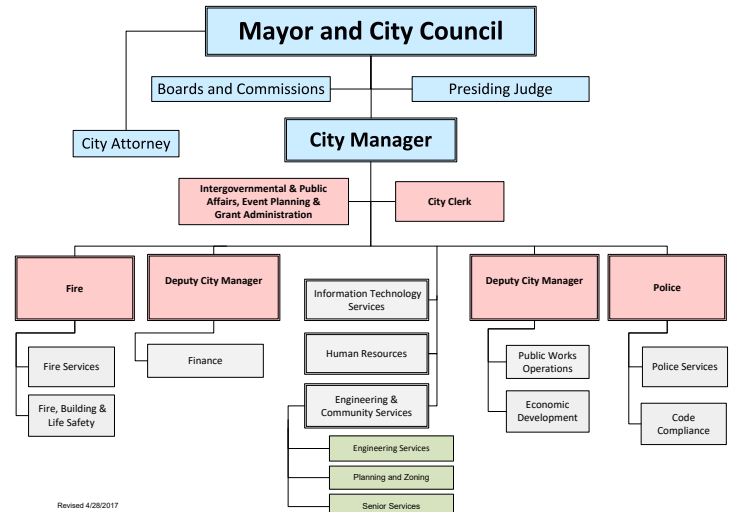
### Organizational Structure

The City Manager reports directly to the 7-member City Council in accordance with City Code. As **Chief Administrative Officer**, the City Manager exercises all powers & duties delegated to him / her by ordinance and statute. He or she enforces the city ordinances and all applicable statutes as well as promulgating procedures to ensure the orderly administration of the functions of the city government and compliance with statutes or ordinances including all bonds, notes, contacts and written obligations, public information, and more.

The City Manager is also responsible for managing more than 166 full-time employees with 9 direct reports, and is the final decision-maker regarding the hiring, discipline and termination of employees. Currently, the City Manager directly manages 7 departments and 7 divisions: Intergovernmental

Affairs, City Clerk, Fire, Police, and 2 Deputy City Managers, IT Director, Human Resources, and Engineering & Community Services.

The 2 Deputy City Managers currently supervise 3 departments: Finance; and Public Works Operations and Economic Development.



### Municipal Services

In its 66-year history, the City takes great pride in offering a nearly full-service city with a FY2017 General Fund revenue of almost \$20 million, and combined ad valorem tax rate of \$3.63 per \$100 assessed valuation. General and Enterprise funds support the following departments:

*(under the direct management of the City Manager)*

#### City Clerk's Office

1 FT and 1 PT staff serve as custodians of all official City proceedings, ordinances, resolutions, deeds, contracts, and official meeting minutes. Manage all municipal elections. Prepares and posts agenda packets and public notices. Serves as City Treasurer.

#### Intergovernmental and Public Relations Office

1 FT manages the open communication tools for Council and City Management with state, local and federal governments, AZ Legislature, and community agencies. Responsible for city newsletters and press releases. Events and 1 FT Grants Writer/Administration.

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### *Human Resources*

3 FT employees manage recruitment, classification and compensation, employee relations and benefits, leave program, worker's compensation, safety training, wellness, policy compliance; manages the AZ Municipal HealthTrust. Director position is currently vacant. HR Manager currently serves as the Interim HR Director.

### *Engineering & Community Services*

7 FT staff in three divisions:

- 3 FT Engineering responsible for design & approval of capital projects, management of capital improvement plan, subdivision and development infrastructure review; Director and City Engineer has been with the City for 10 years.
- 1 FT Planning and Zoning services within current and future city limits and land development per General Plan.
- 1 FT staff provide resources and senior services assistance and programs at city senior center.
- 1 Director and 1 Admin.

3 FT employees are housed and managed by a fire employee in the Fire, Building and Life Safety Division. Department maintains a class 3 ISO ranking. Full participating partner in the Regional Metropolitan Phoenix Fire Service Automatic Aid and Dispatch Agreement. The Fire Chief position is vacant after 4 years of City service (1 year as assistant) and recent departure. Battalion Chief (19 years) currently serving as Interim Fire Chief.



### *Police*

The department has 58 FT employees (43 sworn uniformed officers, 15 non-sworn, and 3 PT non-sworn) in two divisions – all in one facility. Operations provides patrol, investigations, Community Engagement, Code Enforcement (4 of the non-sworn that report to a Sergeant), Photo Enforcement, School Resource, and Victim Assistant Unit. Administration includes Management Analyst, Property, Records, Vehicle Impounds and body worn camera program. *Assistant Chief has 27 years of state and local law enforcement experience and is serving as Interim Police Chief.*

### *Information Technology Services*

4 FT employees provide hardware and software support for city computer network and telephone system.

### *Fire*

Consists of a highly qualified command staff, the Fire Chief, Operations Battalion Chief, and three responding shift Battalions Chiefs and one Administrative Chief manage 20 FTEs including Firefighters and Administration (total 26). All hazards department provides fire suppression, emergency medical services, hazard mitigation, fire prevention and investigations, public fire safety education, and other emergency and non-emergency services from one fire station.





Saguaro National Park



Monument Valley Navajo Tribal Park

*(under the management of Deputy City Managers)*

### **Finance**

Conducts all financial transactions related to municipal assets, cash collections and disbursements, employee payroll and benefits according to Generally Accepted Accounting Principles. 6 FT employees including the Finance Director (8 years) also serves as Deputy City Manager.

### **Public Works**

Public Works team of 38 FT employees are divided among following services.

- Parks and Recreation's team of 8 FT employees maintaining three community parks, skateboard facility, pocket parks, splash pad, dog park, ball fields, and community garden.
- Mechanics & Fleet Maintenance team of 1 FT employee responsible for all fleet maintenance, parts, supply, and fuel operations.
- Street & Building Maintenance team of 4 FT employees responsible for sidewalk repair, traffic signals & street painting / marking.

- Parks & Grounds' team of 8 employees responsible for parks, grounds and facilities maintenance,
- Facilities Maintenance of all city buildings is managed by 3 FT employees.
- Streets & Sanitation team of 4 FT staff responsible for contract management of private sanitation, street sweeping, leaf removal, storm drain cleaning / repair and a large storm-water retention facility.
- Water team of 10 FT staff are responsible for water wells, storage and treatment, water lines, grounds and facilities maintenance.
- Wastewater team of 8 FT employees are responsible for treatment, wastewater lines, pump stations, grounds and facilities maintenance, and recharge.
- Customer Service team of 5 FT staff handle the Water, Wastewater & Sanitation billing services.

### **Economic Development**

1 FT employee provides planning and assistance for business attraction, retention and expansion to provide employment. Worked for the City for 4 years.

2 FT positions of Director of Public Works and Director of Economic Development are currently being filled by the Deputy City Manager, who has been employed by the City for 1.5 years.

*(under the direction of the City Council)*

### **City Court**

The City Court employs 7 FT, 2 PT and a PT Presiding Judge responsible for adjudicating violations of all municipal traffic, misdemeanor and civil laws and city codes. Judge has been with the City for 4 years.



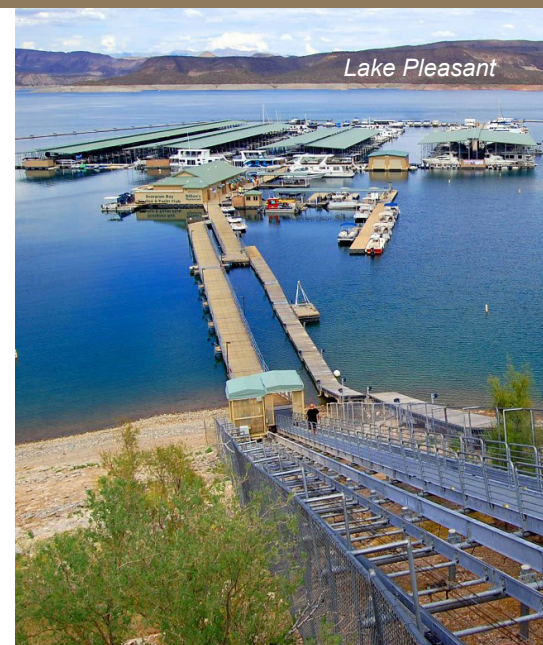
Infrastructure Projects

CITY MANAGER





Cactus League Spring Training Facility



Lake Pleasant

## CURRENT OPPORTUNITIES & FUTURE CHALLENGES

A highly-dedicated management team awaits the new City Manager including the City Clerk (15 yrs, 4 yrs as Clerk), Finance Director (8 yrs), Battalion Fire Chief (19 yrs), HR Manager (4 yrs), Assistant Public Works Director (6 yrs), Asst. Finance Director (8 yrs), IT Director (5 yrs), and Community Development / Chief Engineer (10 yrs). The Asst. Police Chief (2 mo) and Public Works Director (1.5 yrs) are the newest members of the management team.

The current environment provides a tremendous opportunity for the new City Manager to be successful in building a new management team. Three key vacancies include the HR Director, Fire Chief and Police Chief. These positions are currently being filled with interims while national searches are underway.

Expected opportunities & challenges are listed below:

**Recruitment, Selection & Retention** – El Mirage competes with 30 local governments to attract and retain highly-dedicated staff. Recent departures of the Police Chief, Fire Chief and other support staff will require skilled leadership to recruit and select high-quality, experienced and professional staff.

**Council – Manager Relationship** – The City Council members are dedicated professional public servants with a passion for good

governance. They are looking forward to working with a new City Manager who brings professionalism and effective communication to City Hall, and who understands the roles within the Council - Manager relationship.

**Financial Growth** – Growing financially is limited by two principal factors: (1) competition with adjacent cities for sale tax revenues, and (2) the City is 9 square miles and landlocked with limited residential land for development. Current residential densities and low traffic volumes appear to impede existing / additional commercial development. The Thunderbird Overlay District awaits community initiative. Utility Fees for Water and Sewer will be examined in 2018. Strong past voter support for infrastructure bond rating will require renewal.

**Regional & Community Collaboration** – The WestValley is unique in the Phoenix metropolitan area regional planning organizations. The new City Manager must facilitate collaborative and cohesive relationships with regional and state agencies, the Surprise-area Chamber of Commerce, and adjacent communities and commercial groups.

### **High Performance / Process Improvement** –

Staff have made marked improvements in the past 5 years, however opportunities still exist to improve internal systems, tools, processes, policies, planning and procedures throughout all departments. Building and Business services, Asset & Financial Management, Organizational Realignment, Financial Reporting & Technology are areas of potential improvement.

**Coaching & Mentoring** – A City Manager who can effectively serve as advisor, coach, mentor, and strategist, who values the time, inputs, efforts and lives of others will be welcome in El Mirage. Valuing input from all staff will be important.

**Vision, Goals & Strategy** – Council and Senior Management Team need to develop a strategic vision for the community and municipal operations. The Council and Mayor support the re-evaluation of workflows and organizational restructuring to achieve greater efficiency, effectiveness and sustainability.

officials requires a unique ability to listen to and understand opposing viewpoints. The ability to clearly articulate City policy is the key to managing difficult situations and resolving disputes and carrying the message / vision of the City.

### **Technically Skilled, Educated & Experienced**

Someone who is highly educated and experienced in performance improvement, organizational development, and change management will be highly considered. Extensive knowledge of federal, state and local laws, administrative regulations, and ordinances relating to local government operations and reporting requirements with a firm grasp on what makes government efficient, effective and sustainable is necessary.

The desired candidate will also be described as:

- » Productive
- » Trustworthy
- » A 'smart' worker
- » Honest and open
- » Operationally efficient
- » Effective in delegation
- » Ethical and of high integrity
- » Fiscally aware and responsible
- » A strong professional, stabilizer

## **THE IDEAL CANDIDATE**

The ideal candidate will possess technical & interpersonal skills which complement the need for effective and efficient administration of this highly-visible and important position. The following skills, education and experience are desired:

**Team Builder** – An individual with a positive, infectious attitude and personnel manager who is willing to inspire those around him/her; an individual who instills passion for public service into the employees he or she mentors.

The proven ability to establish and foster effective working relationships with other public agencies and the general public, the ability to delegate authority and responsibility to staff and hold them accountable is valued in El Mirage.

**Excellent Communicator** – An individual who can communicate effectively with Council, staff and stakeholders; an individual who communicates effectively in writing and in person. An individual who can communicate one-on-one with business owners, developers, employees, everyday citizens and elected

## **EDUCATION & EXPERIENCE**

The ideal candidate will possess the following education & experience:

- » Master's Degree in Business, Public Administration, Urban & Regional Planning, or related field from an accredited four-year college or university.
- » At least 8 years as a City Manager / City Administrator of a city with a population greater than 20,000... OR... Eight (8) or more years as an Asst. City Manager / Asst. City Administrator of a similarly sized or larger city.
- » Knowledge of General Law government.
- » Knowledge of AZ government (desired).
- » Spanish / English bilingual candidates will be successful and appreciated in El Mirage.

# AMENITIES

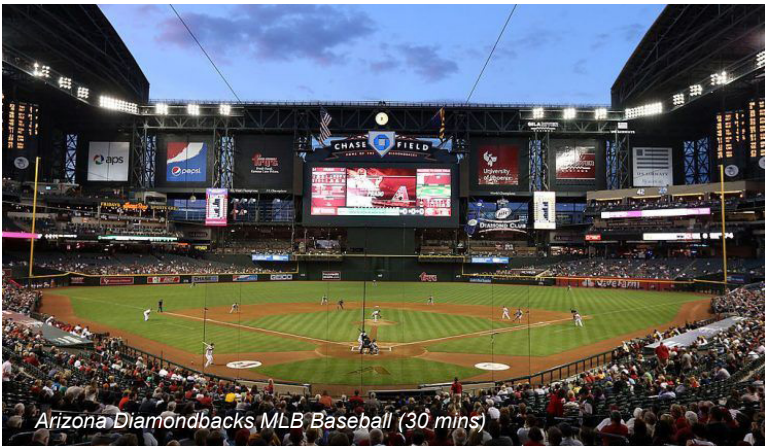
Minutes away from more than 10 national parks and monuments, professional and collegiate sports venues, arts and music, high-end retail outlets, and some of the best golf courses in the United States, it's no wonder that more than 35,000 people now call El Mirage home.



AZ Cardinals NFL Stadium (10 min)



Phoenix International Raceway (20 min)



Arizona Diamondbacks MLB Baseball (30 mins)



Wildlife World Zoo, Aquarium & Safari Park (10 min)



Phoenix Suns NBA Basketball (30 min)



Grand Canyon National Park (3 hrs)

*Other destinations and attractions:*

- 10 Baseball Spring Training facilities (within minutes)
- (Surprise hosts the Kansas City Royals & Texas Rangers)
- (Peoria hosts the San Diego Padres & Seattle Mariners)
- AZ Coyotes Hockey NHL (10 min)
- ASU Gammage Auditorium (45 min)
- AZ Broadway Theater (15 min)
- Phoenix Symphony (30 min)

- Phoenix Rising FC Professional Soccer Complex (40 min)
- Desert Botanical Garden (45 min)
- Phoenix Art Museum (45 min)
- Tombstone & Old Tuscon Movie Set (2.5 hrs)
- 10 National Parks / National Monuments
- Several lakes and national forests
- 100s of public and private golf courses

# AMENITIES



Vermillion Cliffs National Monument

## AMENITIES (CONT.)

Within minutes of leaving home, El Mirage residents can attend the Symphony, enjoy dozens of Art Museums and Native American Culture Centers. Sports enthusiasts choose from 10 Major League Spring Training ballparks, MLB, NFL, NHL, MLS professional sports franchises and collegiate athletics. Outdoors enthusiasts can hunt, fish, and ski (water and snow) at several lakes and national forests within as little as 60 minutes by car.

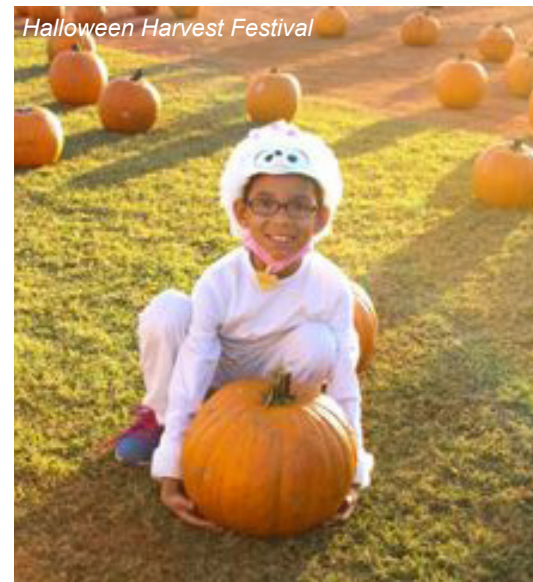
El Mirage honors its early heritage while providing necessary quality of life for its residents. The City of El Mirage offers a total of seven city-wide signature events per year. From **Cinco de Mayo Fiesta**, **Halloween Harvest Festival** and **Christmas Tree Lighting** party where residents and visitors can play in real snow - the City has something for everyone.



Cinco de Mayo Fiesta



Christmas Tree Lighting



Halloween Harvest Festival

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### RESIDENCY

Residency within the city limits within 12 months of employment is required.

### PREVIOUS CITY MANAGER

7 City Managers have served the City an average of 3 years since 1997. Previous City Manager held the position for 7 years and oversaw major facility construction including a new 28,000 sq/ft Recreation Center, new City Hall, new Fire Station, new Police Station and \$54 million in major road improvements.

### COMPENSATION

Salary Range: \$162,000 to \$185,000

*(Increase based upon annual performance review).*

Benefits include:

- *Medical: Blue Cross & Blue Shield of Arizona network of providers. Employee received 99% employer paid single coverage, and 70% employer paid family coverage.*
- *Dental, Life, AD&D & Vision*
- *Retirement: Arizona State Retirement System (ASRS), ICMA-RC or other as negotiated*
- *Deferred Compensation & Flex Spending*
- *Generous Personal and Sick Leave*

### CONFIDENTIALITY

Arizona Revised Statutes permit public records of a personal nature to be kept confidential. As such, candidate applications (if requested), may be kept confidential up until the selection of Finalists for interview is made, whereupon finalist background & reference checks will be publicly disclosed.

## HOW TO APPLY

Expression of interest / apply with a Cover Letter & Resume by Email ONLY to

[ElMirageCM@municipalsolutions.org](mailto:ElMirageCM@municipalsolutions.org)

Candidates will be considered until January 19th.

Questions to Stephen Cleveland / David Evertsen at email address above or (623) 207-1309.



### SCHEDULE

Initial candidate screening through mid-January. Preliminary background checks in early February with Finalist background checks will be held in late February. Interviews will be held late February / early March with a selection shortly thereafter.

### EQUAL OPPORTUNITY

*The City of El Mirage is an Equal Opportunity Employer. The City values public service, equal opportunity and the importance of diversity in the workplace. Veterans, all genders and all ethnicities are encouraged to apply. It is a community committed to workforce building and serving its residents and businesses with commitment to responsibility, respect, teamwork, honesty, and diversity.*

## CITY MANAGER