



Executive recruitment for
Deputy City Manager
City of Grand Rapids, Michigan



Deputy City Manager

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A Dynamic Community

Grand Rapids is the second-largest city in Michigan, and the largest city in West Michigan. It is on the Grand River about 30 miles east of Lake Michigan and three hours from Chicago. Grand Rapids' official 2020 Census count is its highest ever at 198,917 versus the 2010 count of 188,036. This 6.9% growth is the fastest among Michigan's core urban cities and is a testament to the strength and commitment of our community, our residents and our businesses. The combined statistical area of Grand Rapids-Muskegon-Holland is 1.3 million. The Gerald R. Ford International Airport transports two million passengers worldwide each year via six carriers.

The City has received numerous recognitions ranging from the Best U.S. City to Invest in Housing and the Fastest Growing Economy in the U.S. (Forbes); highest grossing arena; the #1 City to Raise a Family; the #1 Hottest Real Estate Market to Watch (Trulia.com), and #28 Most Hipster City in the world. The Art Prize Festival was ranked one of the Top Five Festivals Worldwide (Time). Fifteen craft breweries are located within Grand Rapids making it locally known as Michigan's "Beer City" (USA TODAY).

Grand Rapids provides a full range of services to a multicultural group of residents, students and visitors. The Grand Rapids metropolitan area hosts fifteen institutions of higher learning. Grand Rapids has 67 parks with sports and recreation activities year-round, and is just 35 minutes from West Michigan beaches in the summer and 20 minutes from area ski facilities in the winter.

The City completed a comprehensive Strategic Plan in 2019 with a new Mission Statement: To elevate quality of life through excellent City services. Equity is one of the City's six values and is embedded into all decisions, policies and practices.

[Click here](#) to view the City's strategic plan.

An Energized Organization

The City operates under the Commission-Manager form of government with an elected City Commission and appointed City Manager as the Chief Executive Officer. The Commission consists of an at-large Mayor and six Commissioners representing the City's three wards in staggered four-year terms. The Deputy City Manager is appointed by the City Manager and serves as the chief operating officer of the organization which has approximately 1,600 employees. City Manager Mark Washington has served the City since October of 2018. The City's total budget for FY2022 is \$546 million.

A Leadership Position

The Deputy City Manager has a key role in a variety of public infrastructure and improvement projects that have enhanced economic development and made Grand Rapids a destination city. The Deputy City Manager coordinates policy and direction for nine City departments including: Engineering, Planning and Design, Economic Development, Mobile GR and Traffic Safety, Community Development/Code Compliance, Parks and Recreation, Public Works, Grand Rapids Water System and Environmental Services. Support to the City Manager's Office and acting as the City Manager in their absence. As chief operating officer, the position oversees a \$280 million operating budget spread across those departments, along with assuming leadership roles in many of the City's strategic initiatives.

The Deputy City Manager serves as the City's executive lead on major economic development and infrastructure initiatives and will immediately be involved in several transformative initiatives. This includes Community Master Plan, implementing the City's Equitable Economic Development and Mobility Plan, helping to lead the City's River for All project, guiding redevelopment of a major downtown riverfront parcel housing fund. They will also have a lead role in developing programs and initiatives leveraging federal ARPA funds.

The Ideal Candidate

The City of Grand Rapids is seeking a creative, visionary and collaborative leader who can navigate relationships inside and outside of the organization with a healthy combination of purpose, humility and good humor. The City Manager has built a team that leads with its values – equity, sustainability, customer service, innovation, collaboration and accountability – and it is expected that the Deputy will embody, espouse and advance those values throughout the departments they oversee and in the community. The ideal candidate should have demonstrated success in leading successful development/redevelopment initiatives and public-private partnerships that incorporate a focus on equitable goals and outcomes. The incumbent Deputy City Manager is retiring after a 26-year career with the City.



Compensation and Benefits

The current salary range is \$140,122 to \$178,911 DOQ. Following is a summary of benefits for this position:

- Medical, Dental, and Vision administered by Blue Cross Blue Shield, starting on first day with 20% premium sharing
- 6% Employee & 6% Employer matching 401a, with immediate vesting
- Employee & Employer contributions to Retiree Health Savings Account
- Monthly car allowance of \$650
- \$60,000 City paid death benefit
- Eleven Paid Holidays
- Paid Vacation and Sick Time
- Paid parking Citywide
- Tuition Reimbursement up to master's degree
- Paid Parental Leave
- Employee Assistance Program with 5 free mental health visits per issue
- Comprehensive Wellness program
- Voluntary benefits including: term life insurance, flexible spending account, disability insurance, and deferred compensation plan options

Position Requirements

The top candidates will have a stellar career history, will be visionary leaders, and will possess the following:

- Master's degree in public administration, business administration, accounting, or a related field
- Eight (8) to ten (10) years of progressive responsibility managing the operations of a major governmental organization, along with the ability to manage intergovernmental relations with surrounding communities and a demonstrated ability to understand the many facets of complex issues
- Any equivalent combination of training, education, and experience that provides the required skills, knowledge and abilities

Application and Selection Process

We invite qualified professionals to submit a cover letter and resume by visiting our website at:

<https://bakertilly.recruitmenthome.com/postings/3048>

This position is open until filled; First review of candidates will take place beginning on **Thursday, October 7, 2021**. More detailed information and a position profile can be found on the recruitment brochure using the same link. For more information, please contact **Art Davis: Art.Davis@BakerTilly.com, or at 816.868.7042**. Applicants selected as finalists for this position will be subject to a comprehensive background, reference, and academic verifications check.

For more information about the City, please visit us at www.grcity.us.

