



# TOWN OF DILLSBORO, INDIANA

13030 Executive Drive PO box 127 Dillsboro, IN 47018  
(812) 432-3243 [www.dillsboro.in](http://www.dillsboro.in)

## **NOW HIRING – TOWN MANAGER**

The Town of Dillsboro is seeking qualified applicants for the position of Town Manager.

The Town Manager serves as the chief administrative officer of the Town and is responsible for overseeing municipal operations, public works, water and wastewater utilities, infrastructure projects, personnel, contracts, regulatory compliance, and day-to-day administration. The position works directly with the Town Council and serves as staff liaison to the Park Board, Planning Commission, Board of Zoning Appeals, and Redevelopment Commission.

### Responsibilities include:

- Advising and making recommendations to the Town Council.
- Attending Council and board meetings.
- Managing municipal employees and daily operations.
- Overseeing water, wastewater, and public works systems.
- Administering contracts and capital projects.
- Ensuring compliance with state and federal regulations.
- Preparing required regulatory reports and filings.
- Coordinating grants and community development initiatives.

### Preferred qualifications include experience with:

- Indiana local government operations.
- Water and wastewater utility management.
- State and federal grant administration.
- Public infrastructure and construction projects.
- Land use, zoning, and redevelopment activities.
- IDEM Distribution System Small (DSS) Water Operator License (or ability to obtain).
- IDEM Class II Wastewater Treatment Operator License (or ability to obtain).

The successful candidate will possess strong leadership, communication, organizational, and problem-solving skills and be comfortable working with elected officials, employees, regulatory agencies, contractors, boards and commissions, and the public.

### The Town of Dillsboro offers a competitive benefits package including:

- PPO Health insurance plan with Co-Pays / Co-Insurance, employee is only responsible for 8% of premiums
- Life Dental, and Vision Insurance
- Participation in the Indiana Public Retirement System (INPRS), including the Public Employees' Retirement Fund (PERF) pension benefit and employer contributions to the



# TOWN OF DILLSBORO, INDIANA

13030 Executive Drive PO box 127 Dillsboro, IN 47018  
(812) 432-3243 [www.dillsboro.in](http://www.dillsboro.in)

PERF My Choice retirement savings plan. • Eleven (11) paid holidays annually.  
• Twelve (12) paid sick days annually.  
• Vacation benefits in accordance with Town policy.

Salary is dependent upon qualifications and experience.

Interested applicants should submit a resume and cover letter as soon as possible.  
Applications will be accepted until July 10, 2026, or until the position is filled.

Applications may be submitted to:

Town of Dillsboro  
Attn: Town Council  
13030 Executive Drive, P.O. Box 127  
Dillsboro, IN 47018

or by email to: [tbenning@townofdillsboro.com](mailto:tbenning@townofdillsboro.com) / [manager@townofdillsboro.com](mailto:manager@townofdillsboro.com)

The Town of Dillsboro is an Equal Opportunity Employer.