



## 7-18-16 Approved Job Ad – Norwich Town Manager

The Town of Norwich, Vermont, seeks an engaging, collaborative, and experienced Town Manager. Norwich (pop. 3,414) is a charming New England community located across the Connecticut River from Dartmouth College and is close to both Interstates 89 and 91. The Town has a strong tradition of community involvement and access to the arts, cultural, and recreational amenities of the Upper Valley.

The Town Manager reports to Norwich's five-member Selectboard and is responsible for the Town's daily operations. The manager directly supervises approximately 38 full-time, part-time, and seasonal employees, administers a budget of \$4.7 million, and oversees all financial, public works, public safety, personnel, economic development, recreation, and community relations matters for the Town.

A detailed job description is posted here: <http://norwich.vt.us/wp-content/uploads/2012/06/TM01-Town-Manager.pdf>

Salary range is \$84,000 to \$88,000, commensurate with experience and education, and includes an excellent benefits package. Bachelor's degree in a relevant field required; Master's in public administration or business management or equivalent experience in municipal management desired. Three to five years of experience in governmental operations at a supervisory level preferred.

To apply, please email a cover letter, resume, and contact information with three references by Friday, September 2, 2016, to [municipal.recruitment@vlct.org](mailto:municipal.recruitment@vlct.org) with "Norwich Town Manager Search" as the subject line. Alternatively, you may send the application materials to:

Vermont League of Cities and Towns  
Municipal Assistance Center  
89 Main Street, Suite 4  
Montpelier, VT 05602-2948.