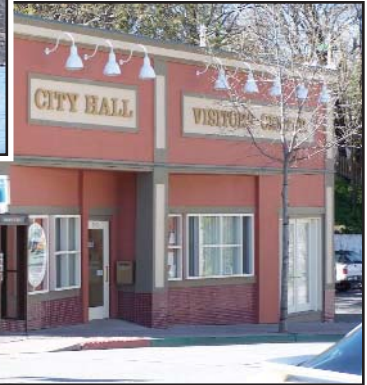
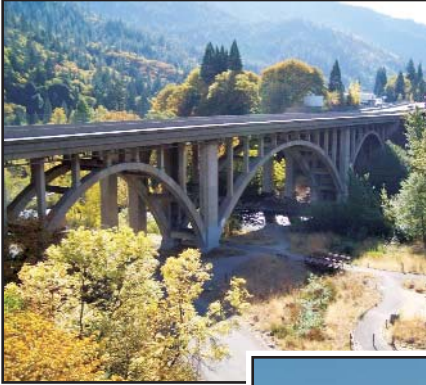


# THE CITY OF DUNSMUIR



*is searching for a*

**CITY MANAGER**



## The City of Dunsmuir

The City of Dunsmuir (population 2,000) is situated in the beautiful Sacramento River Canyon just off Interstate 5 in southern Siskiyou County. It is a mountain community that is surrounded by trees and mountains and has the trout filled Sacramento River flowing through its boundaries. Dunsmuir's four distinct seasons provide a variety of fishing, hunting, skiing, snowboarding, mountain climbing and hiking activities and help shape the excellent quality of life found in this community.

Geography is not Dunsmuir's most outstanding feature, however. What sets this City apart from others is its feeling of "home." People come to Dunsmuir on a visit and frequently decide that this is where their heart is. This is a community that has no stoplights or waiting in lines. Dunsmuir prides itself on the excellent elementary and high school where students receive a quality education. The success of the schools is well documented by the number of students who enter the education system, graduate from high school and go on to college. It is truly a hometown in which to raise a family or just enjoy knowing your neighbors.



One of the more pleasant surprises about this small community are the fine restaurants that can be found here. Art walks, galleries, and community events provide cultural activities locally for the residents, and of course the City of Redding is just a short 45 minute drive for those needing to visit large shopping centers or other "big city" activities.

No description of Dunsmuir can be complete without pointing out one of the advantages of its canyon and mountain location. Dunsmuir's residents proudly proclaim that it has the "best water on earth." It should also be noted that the air is clear and clean and life is at a more leisurely pace.

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## The City Manager

The City of Dunsmuir is looking to the future and the community is supportive of developing and implementing a strategy for revitalization of the historic district, as well as economic development that focuses on job development and business attraction, in a way that ensures a sustainable community. But these goals clearly need to be accomplished while protecting the unique character that is so cherished by the residents. This is the perfect position for an energetic manager who is ready to make a difference.

The City Manager will need to be a strong, creative, inclusive and friendly manager who understands all aspects of municipal government. In addition, the City Manager will be expected to provide the City Council with solution-based alternatives that are appropriate for this mountain community.

It is important that the new City Manager become part of the community and develop, within the City, a feeling that City government is there to serve and find solutions to problems that are based on listening and understanding all sides of an issue.

The City of Dunsmuir services include airport, water, wastewater, solid waste and volunteer fire services. The current staff in the City is approximately 10 full-time employees, with an annual budget of \$2.7 million.

## The Ideal Candidate

In addition to excellent high-level municipal management skills the successful candidate will possess a professional history that demonstrates the following necessary attributes and qualities:

- ◆ A history of providing leadership, which includes being proactive, effective, creative, friendly, and approachable.
- ◆ Knowledge of municipal operations in a full-service city, including airport, water, wastewater, and solid waste enterprise operations.
- ◆ A history of successfully guiding a city in planning and implementing revitalization and economic development strategies and practices, which are appropriate for a historical community.
- ◆ An ability to provide sound, innovative professional recommendations to the Council and the community that are well thought out and presented in a clear and understandable fashion and are consistent with the community's vision of itself.
- ◆ A history of becoming involved in community events, organizations and activities, which demonstrate being part of the community life.
- ◆ An understanding of municipal finance and financial reporting systems that can be used to provide accurate and timely information to Council, staff and the public upon which decisions can be made.
- ◆ A history of high standards of professionalism and tact; someone who will set an example for the City and hold staff accountable while encouraging and nurturing them in their professional growth.
- ◆ A history of implementing programs that maximize the use of current technology in providing services and information to the public.
- ◆ An understanding of the importance of developing working partnerships with state and regional governments, community groups and organizations.
- ◆ An understanding of grant and funding mechanisms available to assist communities in efforts to become sustainable communities and improve the life of the citizens.
- ◆ A positive customer service orientation and the ability to foster that attitude throughout the organization.

## The Qualifications

In addition to the profile described above, successful candidates should possess the equivalent of extensive progressively responsible managerial or administrative experience with a municipal or other public agency, and a bachelor's degree in business administration, public administration, political science or a related field.

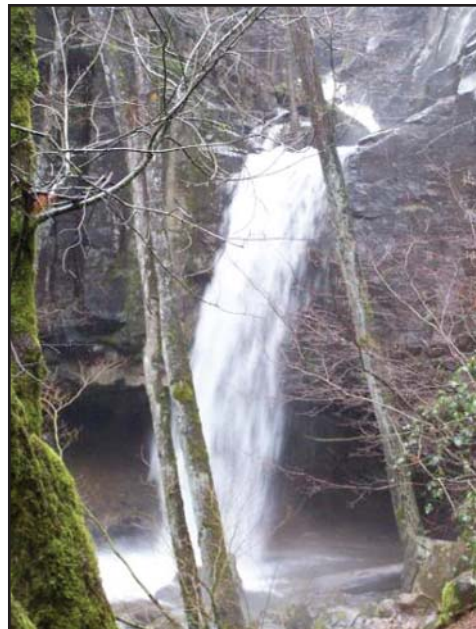


## The Compensation

The salary for the new City Manager will be based upon the successful candidate's qualifications.

The very competitive benefits package includes:

- ◆ *Health Insurance* — The City pays for the majority of the City Manager's Anthem Blue Cross medical coverage, which includes vision and dental.
- ◆ *Retirement* — PERS 2% @ 55 retirement plan (the City pays the employee's portion).
- ◆ *Vacation* — Starting with 10 days and up to 25 days per year based on years of service.
- ◆ *Administrative Leave* — 80 hours per year awarded each July 1st.
- ◆ *Sick Leave* — 96 hours per year.
- ◆ *Holidays* — 13 paid holidays per year, plus 4 floating holidays.
- ◆ *Deferred Compensation* — The City has a deferred compensation plan available and matches the City Manager's contribution up to 2% of salary.



## The Application Process

If you meet the qualifications and believe that you possess the ideal candidate profile, please submit a letter indicating your interest, comprehensive resume, salary history, and five references (references will not be contacted until mutual interest is determined) to:

Mr. Lonnie B. Hayhurst



1014 Hopper Avenue, #506

Santa Rosa, CA 95403-1613

Phone 415.884.0544

Fax 415.884.0533 Email [resumes@lbhayhurst.com](mailto:resumes@lbhayhurst.com)

**APPLICATION MATERIALS MUST BE RECEIVED BY:  
5:00 P.M. — March 26, 2010**

*The City of Dunsmuir is an Equal Opportunity Employer.*