



GLOUCESTER COUNTY
invites applications for the position of:

Deputy County Administrator

SALARY: \$130,220 +/- DOQ

OPENING DATE: 6/6/2022

CLOSING DATE: Open Until Filled

Description:

Seeking a dynamic and resourceful Deputy County Administrator to be a part of our executive team. The successful candidate will work in concert with the County Administrator in providing operations management for designated County departments and functions. The successful candidate also serves as one of the chief administrative officers for the County in the absence of the County Administrator as required and appointed by the County Administrator or the Chair of the Board of Supervisors.

Settled on the southernmost portion of Virginia's Middle Peninsula lies Gloucester County, a growing community with a high quality of life. Surrounded by the waters of the Chesapeake Bay, York River and Mobjack Bay, the County is comprised of 225 square miles of land area and 32 square miles of water area and is part of Virginia's Hampton Roads Region.

Please note: Position is open until filled. Review of applications will begin immediately. Priority consideration will be given to applications received by June 24, 2022.

Qualifications:

Have a bachelor's degree in Business, Public Administration, Political Science, or other closely related field of study, combined with six (6) or more years of management/director level experience serving a comparably sized local government, business, or non-profit organization with a wide range of duties in operations and management; or any equivalent combination of training, education, and experience which provides the required skills, knowledge, and abilities. *A master's degree in related field preferred.*

Have strong executive leadership and interpersonal skills, along with the ability to establish, maintain, and grow an effective working relationship with the Board of Supervisors, department heads, Constitutional Officers, School Division, various advisory bodies, and others.

Have strong project management skills and the ability to exercise considerable initiative and independent judgment in analyzing and applying standards to a variety of situations.

Demonstrates advance knowledge of the principles and practices of county government.

Thrive in an inclusive, collaborative, and fast-paced work environment, where diversity, equity, and individual differences are valued.

Special Requirements:

****Must establish residency in Gloucester County within one year of hire****

To be considered, please submit a completed application, cover letter, resume, and a minimum of 3 professional references.

For a complete job description and advertisement, and to apply online, visit our website at: www.gloucesterva.info.

Gloucester County is an Equal Opportunity Employer & Drug Free Workplace