

Deputy County Executive

Deputy County Executive of General Government

Prince William County Government – Virginia

Click [Here](#) to Apply

Closing Date March 12, 2023

Visit us at <https://www.pwcva.gov/>

Salary Range: \$137,901.00 - \$229,835.00/yr.

Prince William County is seeking a goal-oriented, creative, and engaging Deputy County Executive for General Government to join our leadership team. The successful candidate will have demonstrated project management expertise, exceptional analytical abilities, and a commitment to continuous improvement, accompanied by proven ability to work independently and collaboratively with others to cultivate and maintain a culture of innovation and organizational excellence.

The ideal Deputy County Executive will be a proven leader with a strategic vision who is able to work collaboratively across the county, values input of others, and stays focused on achieving the goals of the Board of County Supervisors and the County Executive. This person will be approachable, a strong communicator and negotiator, and will work to establish and maintain effective relationships with stakeholders, gaining their trust and respect. The ideal candidate will have mentored staff, developed a pipeline for leadership, and can provide a great example for those in the organization.

The Deputy County Executive for General Government role resides within the County Executive's Office. Major responsibilities include consulting with and advising the County Executive on management of administrative matters, and community and operational needs, leading the execution of administrative initiatives, and enacting complex policies and programs set by the governing board to fulfill the goals and objectives of the County. This key position oversees the following departments and offices: Finance, Management & Budget, Human Resources, Information Technology, Facilities & Fleet, Library, and Human Rights. This position also serves as the liaison to the Prince William County Schools and the Office of Elections.

The ideal candidate will have (a) a Bachelor's degree and at least five years of experience in an executive level position in a local, state, or federal government agency, or (b) a Master's Degree in Public Administration or related field and three years of experience in an executive level in a local, state, or federal government agency. The position is not eligible for collective bargaining and is classified exempt.

SCHEDULE REQUIREMENTS: Frequent evening meetings and occasional weekends. This position is executive level and incumbents must be available 24-7 for emergencies. Acts as County Executive and/or Emergency Manager when assigned.

SPECIAL REQUIREMENTS: A Criminal background and a DMV records check will be conducted on the final candidate. The position will require residency within Prince William County within 6 months of start date.

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Additionally, we offer comprehensive health care plans, generous leave accrual, eleven (11) paid holidays, four (4) personal days, 401a and 457 defined contribution plans and Virginia State Retirement.

If you are ready for a new challenge and prepared to take the next step in your career, submit an [application](#), resume and cover letter outlining your qualifications. Please address your cover letter to the attention of Christopher Shorter, County Executive.