

## Butler County, OH – Assistant County Administrator

Butler County (est. pop. 390,357), a vibrant community located in southwest Ohio, is seeking an Assistant County Administrator. With the County's picturesque setting, rolling hills, and fertile farmland, Butler County offers a kaleidoscope of activities for all. Nestled amidst rolling hills and rich farmland, Butler County offers an array of experiences for everyone. Residents and visitors are drawn to the allure of the nearby Cincinnati Zoo & Botanical Garden, while art lovers find delight in the remarkable collections at the Pyramid Hill Sculpture Park & Museum. For those with a passion for culinary exploration, Butler County beckons with a diverse array of restaurants and eateries.

Reporting to the County Administrator, the Assistant County Administrator assists in implementing policies, preparing reports, and creating long-term strategies for county departments, programs, and services. This role involves managing special projects, conducting thorough research, and preparing detailed analyses as needed by the County Administrator. It also includes leading efforts to improve operations and enhance customer service, overseeing project progress, and creating performance dashboards to evaluate project outcomes.

The starting salary for this position will be dependent on qualifications and experience. The County offers a comprehensive and valuable benefits package which includes medical, dental, vision, flexible spending accounts, health savings account, Ohio Public Employees Retirement System (OPERS), and voluntary benefits including deferred compensation and life, disability, and critical illness insurance.

Qualified candidates will possess a bachelor's degree with concentration in public administration, business administration, management, finance, or other field related to public service and management, and five years' experience in management/administration, preferably in public administration, including experience in project management, contracting, general liability and risk management insurances, and personnel practices, or any combination of education, training, and experience equivalent to the minimum qualifications. The successful candidate must possess a valid State of Ohio vehicle operator's license and may be required to meet bonding requirements.

Qualified candidates are invited to submit a cover letter and resume online by visiting our website <https://www.governmentjobs.com/careers/bakertilly/jobs/4345103/assistant-county-administrator-butler-county-ohio>

This position is open until filled; however, interested applicants are strongly encouraged to apply no later than **February 5, 2024**. For more information, please contact Yolanda Howze at [yolanda.howze@bakertilly.com](mailto:yolanda.howze@bakertilly.com) or 312-240-3401.

*Butler County, Ohio, is an equal opportunity employer (EOE).*