



**NEWPORT NEWS, VIRIGINA
ASSISTANT CITY MANAGER**



A scenic view of a waterfront in Newport News, Virginia. A white boat is docked at a wooden pier. In the background, there are houses and trees along the water's edge under a blue sky with scattered clouds.

NEWPORT NEWS, VIRGINIA ASSISTANT CITY MANAGER

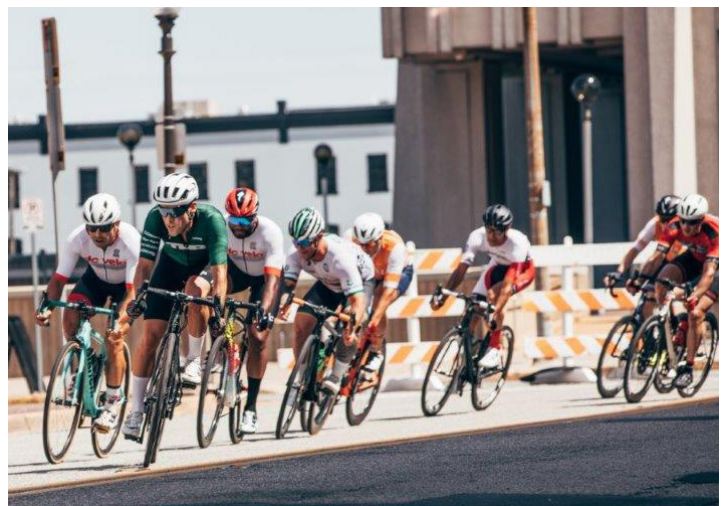
THE POSITIONS IN BRIEF

The City of Newport News, Virginia seeks two highly skilled local government leaders for newly established Assistant City Manager (ACM) positions. The first of these impactful roles will oversee Finance and Administration and the second will be responsible for Community Development. Here is an opportunity to bring your passion and energy to cultivate synergy among the departments in each respective group to facilitate collaboration across the organization. We are looking for problem-solvers, advocates, and consensus builders who will serve as the primary liaisons with City Council and enable their respective teams to focus on the mission. Alongside two existing Assistant City Managers and other senior administrative staff, these new roles will join a talented executive team in supporting the City Manager to implement the city's strategic priorities.

THE CITY

Newport News is a vibrant and thriving mid-sized city with opportunities and challenges generally seen in larger cities. Despite its unique, long and narrow geography, the city embraces these characteristics as opportunities for innovative transportation, development, and service delivery solutions.

Situated on the Virginia Peninsula, Newport News is the fifth most populous city in Virginia with a population of 186,247. The city is part of the Hampton Roads metropolitan statistical area (MSA), which has a population of more than 1.8 million. The city's primary airport is Newport News/Williamsburg International Airport (PHF), Norfolk International Airport (ORF) and Richmond International Airport (RIC) 24 miles and 63 miles away, respectively. The city is also accessible via rail, supported by a brand new, state of the art Amtrak station Interstate 64, and a host of State Routes.



Demographics & Related Data

(Source: U.S. Census Bureau)

Median Age **33.8** years

Median Household Income: **\$57,463**

Median Home Value: **\$204,900**

Race/Ethnicity

White only 45.5%

Black only 41%

Two or More Races 7.2%

Asian only 3.4%

Hispanic or Latino 9.6%

Educational Attainment

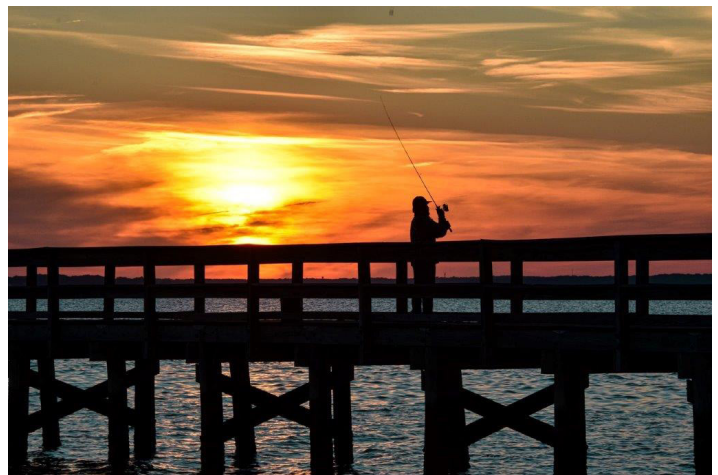
High school diploma 91.6%

Bachelor's degree 28.1%

Poverty Rate 15.8%

Newport News, with its roots stretching back to the colonial era, proudly celebrates its rich history through seven award-winning museums and numerous historical sites. The city boasts award winning cultural gems like the Peninsula Fine Arts Center, the Ferguson Center for the Arts, and the Virginia Living Museum. For recreation, residents and visitors can enjoy 36 public parks, including Newport News Park, one of the nation's largest municipal parks at nearly 8,000 acres.

The city is served by Newport News Public Schools and Christopher Newport University. Historically Black institutions Hampton University and Norfolk State University are located in nearby namesake cities, along with Old Dominion University, The College of William & Mary, and Virginia Peninsula Community College. In addition, The Apprentice School teaches shipbuilding and other trades in support of the city's most well-known industry.



THE CITY ORGANIZATION

The City of Newport News operates under the Council-Manager form of government. Six City Council members are elected from three districts – North, Central, and South – while the Mayor is elected at-large. Elections are nonpartisan and members serve staggered four-year terms.

Newport News has a FY2025 approved operating budget of over \$1.1 billion and an approximate employee count of 3,600 full-time equivalent (FTE) positions across all funds. As an independent city, it is considered a “county equivalent” with the authority of a consolidated city-county government, including allocating the budgets of Newport News Public Schools and constitutional offices such as the Sheriff’s Department, Commonwealth’s Attorney, and the Courts.

The City’s 2020-2025 Community Vitality Strategic Plan sets out the following direction and priorities:

VISION

A diverse and prosperous waterfront city of science, technology, innovation and art where people come together as a vibrant, inclusive community.

MISSION

To enhance the quality of life in the City of Newport News for current and future generations to thrive.

VALUES

Community Engagement
Opportunity for All
Creativity and Innovation
Stewardship
Fun
People

STRATEGIC PRIORITIES

PEOPLE

1. Health, Safety & Well-Being
2. Education & Learning
3. Opportunity & Economic Prosperity
4. Fun, Entertainment & Culture

PLACES

5. Welcoming Communities with Connected Neighborhoods

GOVERNMENT

6. Quality Government & Innovation
7. Environmental Stewardship & Sustainability



CANDIDATE PROFILES

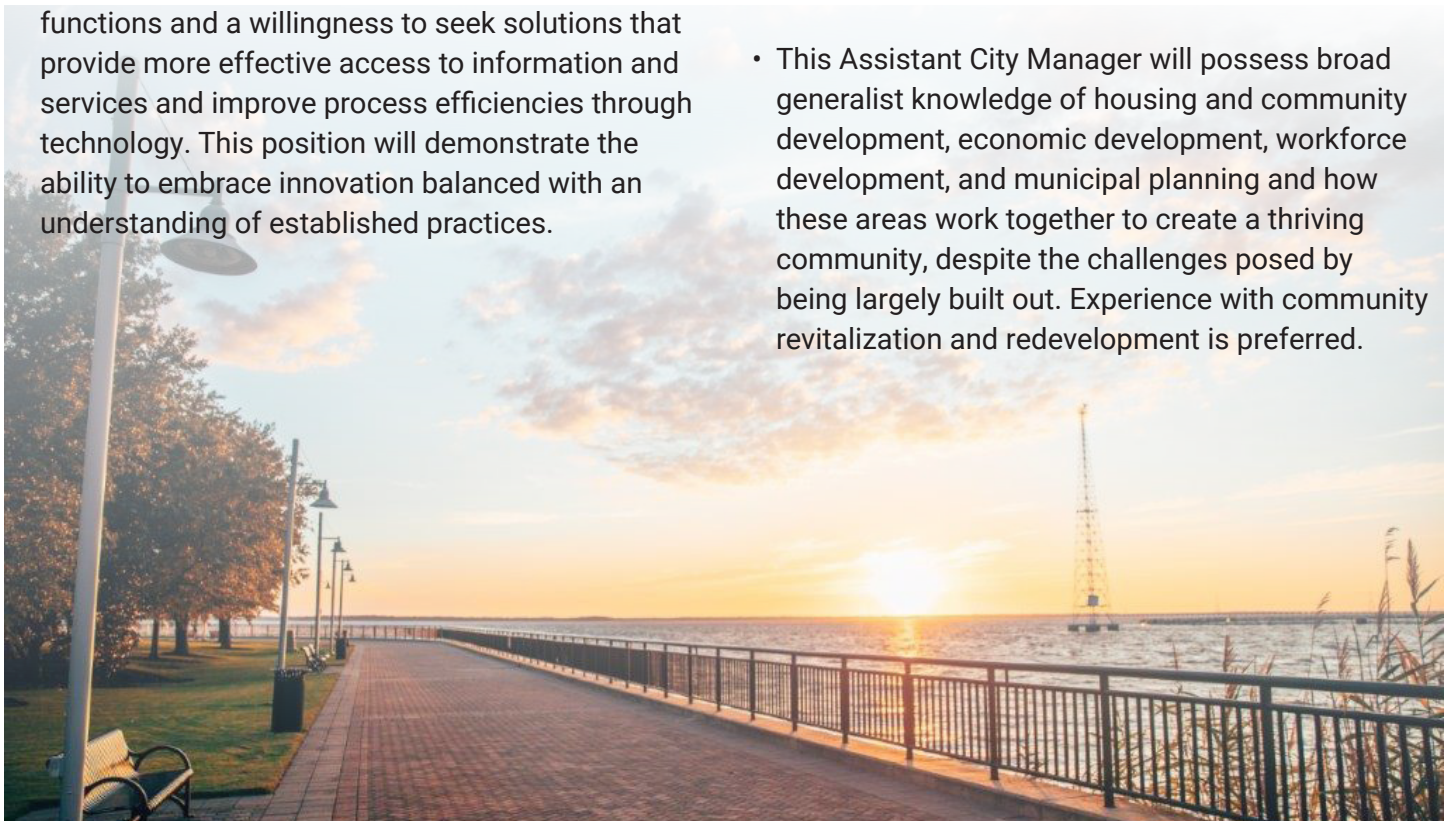
The successful candidates for each role will demonstrate political astuteness, innovation, and the ability to effectively lead subject-matter experts. They will be clear and effective communicators with a commitment to working cooperatively with their fellow ACMs in support of the City Manager. The City is continually challenging itself to break through convention while building forward for the future, and the oversight of these newly established senior leadership roles are key contributors to this goal.

ASSISTANT CITY MANAGER FOR FINANCE AND ADMINISTRATION

- This portfolio includes the departments of Budget and Evaluation, City Assessor, Finance, Human Resources, and Information Technology with a combined position count of 168 FTEs, an operating budget of \$25M, and fiduciary funds of over \$124M.
- This Assistant City Manager will possess broad fiscal and operational management experience in a municipality of comparable size and complexity. The role requires a strong understanding of municipal laws and regulations and a high-level understanding of long-term financial priorities such as debt management, tax exemptions, resource allocation, and revenue management. Additionally, the successful candidate should have a broad understanding of human resource functions and a willingness to seek solutions that provide more effective access to information and services and improve process efficiencies through technology. This position will demonstrate the ability to embrace innovation balanced with an understanding of established practices.

ASSISTANT CITY MANAGER FOR COMMUNITY DEVELOPMENT

- This portfolio includes the departments of Codes Compliance, Development, and Planning, as well as the Brooks Crossing Innovation Opportunities Center. The departments of Codes Compliance, Development and Planning have a combined position count of 80 FTEs and a combined operating budget of \$7.7M.
- This community development function will be crucial in initiating a sustained focus on housing affordability and the long-range planning of the city's neighborhoods and land management needs. This Assistant City Manager will be expected to assess the current organization and resources of the operations in this portfolio to address service gaps and rally departments around a unifying vision.
- This Assistant City Manager will possess broad generalist knowledge of housing and community development, economic development, workforce development, and municipal planning and how these areas work together to create a thriving community, despite the challenges posed by being largely built out. Experience with community revitalization and redevelopment is preferred.



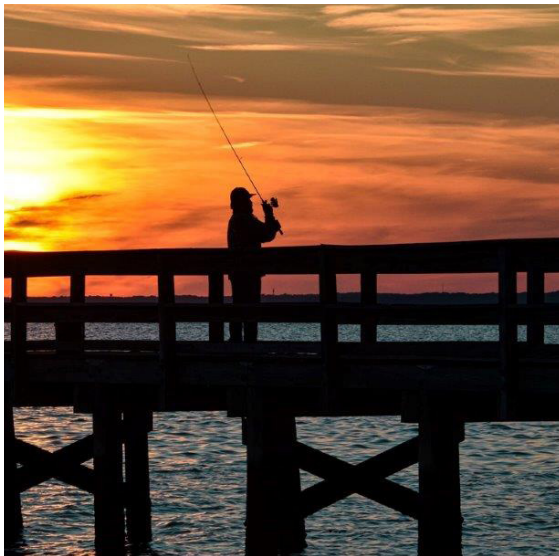
QUALIFICATIONS & EXPERIENCE

Bachelor's degree in public administration, business administration, finance, accounting, planning, or other related area. Ten years of progressively responsible experience, of which three years must include senior management/senior administrative local government experience. Master's degree preferred.

Residency within Newport News is required within one year.

COMPENSATION & BENEFITS

The anticipated hiring range for this position is between \$180,000 and \$220,000 dependent upon experience. Benefits include health, dental, vision, life, and short- and long-term disability insurance; retirement benefits through the Virginia Retirement System (VRS); deferred compensation; discounted fitness center memberships; and moving expenses will be offered, as necessary.



HOW TO APPLY

Apply by November 22, 2024, at www.GovHRjobs.com to the attention of Dele Lowman, MGT Senior Consultant, at (847) 380-3240 x141 or Rodney Crain, MGT Senior Consultant, at (847) 380-3240 x154.

Candidates may apply for either or both positions. Please indicate the appropriate position(s) at the time of application.

The City of Newport News, VA is an Equal Opportunity Employer.

