

**Shady Cove (3,105) – City Administrator – Salary DOE** - The City of Shady cove is recruiting for a city administrator. The City operates under a council-administrator form of government, and the city administrator is appointed by a five-member city council. The city administrator will oversee four FTEs (three office staff and one public works) with a total budget of approximately \$5 million. Several services are contracted, including law enforcement, road maintenance, and sewer services, so experience with contract administration and negotiation skills is a plus.

The ideal candidate is a proven, collaborative leader with strong interpersonal and communication skills. A solid knowledge of municipal finance/budget is desired as well as an individual that stays current on legislative policies that impact the City, including local elections law. A Bachelor's degree with major coursework in public or business administration or a related field is preferred. To apply, please send your cover letter and resume electronically to: [cityadmin@shadycove.net](mailto:cityadmin@shadycove.net). You may also find more information and a job description at <http://www.shadycove.net>.

The filing deadline is June 15, 2018. For any questions regarding the position or recruitment please contact Aaron Prunty, (541) 878-3757.