

Profile/Standards/Criteria

- High Moral Standard
 - integrity
 - honesty
 - transparency
 - trustworthy
 - fairness
 - service above self
 - believes in the inherent equality of all people

- Highly Effective Managerial Skills
 - Helpful
 - organized
 - excellent communication skills
 - willing to speak their mind
 - proactive not reactive
 - managing multiple and sometime conflicting responsibilities at once
 - fiscally responsible
 - excellent negotiation skills

- Strategic Thinking Skills
 - strong leader with a vision
 - creative
 - thinks out of the box
 - finds alternative solutions
 - able to do deep research and critical thinking
 - implement sustainability practices
 - big picture thinker with ability to anticipate various outcomes

- Emotional Intelligence
 - sense of humor
 - maturity
 - optimistic, bring a positive energy
 - forward outlook
 - personable
 - empathetic
 - friendly
 - improve relationships and trust between staff, council, and citizens.
 - a bridge builder
 - someone who can heal the divide
 - consensus builder
 - patience and diplomacy
 - dedication to the principles of equity, diversity, and inclusion

- Manage employees
 - build a team with department heads based on performance metrics, trust, candor, and shared feedback.
 - willing and able to confront performance issues and counsel improvement.
 - ability to facilitate an employee leaving the City in a manner that is respectful and forthright.
 - can work with a wide variety of people in a positive manner
 - supports their capacity to grow and contribute to a purpose larger than themselves.
 - ensure that WL services remain as excellent as they are
 - support equity, diversity, and inclusion in hiring and employee policy and procedures
 - making our city interdependent is key to working together for a greater good.
 - does not make excuses on why things can't be done
 - collaborative in nature
 - setting a clear standard for city employees
 - build morale for an underappreciated staff

- Citizen Engagement
 - understands the citizens of the city they work for
 - prefer ties to the local area, need to live or have family that lives in West Linn, deep ties to Oregon
 - be a part of the community,
 - foster community connection
 - excellent listening skills,
 - leads with empathy and listens to their needs
 - embraces citizen outreach, is citizen focused
 - responsive
 - work collaboratively with citizens as a team.
 - commitment to ensure West Linn remains livable and preserve its own character
 - values and supports neighborhood associations and visits them regularly

- Serve the City Council
 - develop and accomplish shared goals for the City and region.
 - is respected by Metro, ODOT, the Director of the Willamette Falls Legacy Project as well as the Governor and legislative leaders of our region
 - able to take direction from council even if they disagree
 - address the issues that the council sees as most important
 - ability to advocate and execute current projects underway
 - professional and proactive
 - work with the city councilors and public on truly improving the city
 - willing and able to change the broken system including perceived cronyism

Qualifications – education, experience

- minimum of 5 – 10 years city manager experience.
- 5-10 years leadership experience including director level corporate experience
- knowledge of local and state laws and well-versed with legal issues including compliance and avoiding liability
- experience effectively managing a police force may include reforming a culture of exclusion and bias
- experience implementing a broad range of DEI initiatives, policies, and procedures.
- experience overseeing depts through routine audits to ensure compliance
- knowledge and skills to be able to perform oversight responsibilities
- deep understanding of transportation, housing and regional planning
- experience working in coordination with governmental agencies and private business
- proven expertise in human resources, contract negotiation, budgeting and financial management skills