

The Town of Edinburgh, located approximately 30 miles south of Indianapolis and a community of 4,600 residents, is seeking a highly motivated leader to become the next Town Manager.

Town Manager duties include:

Manage 9 department supervisors, lead and manage economic development projects, as well as neighborhood-based community development projects. Initiate, plan, oversee, execute, and close out significant development projects. Establish and maintain effective working relationships with a full range of elected and appointed officials, town colleagues, community leaders, private contractors, business owners, and not-for-profit boards and directors.

Education and/or Experience:

Bachelor's Degree in Project Management, Business Management, or Public Administration or related field from an accredited college or university, and/or a minimum of two (2) years of direct work experience in community development is preferred, but not required.

This list of duties and responsibilities is not intended to be all-inclusive and may be expanded to include other duties or responsibilities as deemed necessary from time to time. This position will report to the Edinburgh Town Council. For additional Town Manager duties refer to I.C. 36-5-5.

Mail letter of interest and a resume to Ryan Piercefield, Edinburgh Town Council President, P.O. Box 65, Edinburgh, IN 46124-0065 or email interest and resume to townhall@edinburgh.in.us Information must be received by **May 31, 2024** to be considered. The Town of Edinburgh is an equal opportunity employer.