

Town of Mooresville
Town Manager

Apply by **January 31, 2024**



Above: Lowe's corporate headquarters located in Mooresville.

About Mooresville

Since the year 2000, the Town of Mooresville's population has increased from 19,048 to over 53,000 and is still growing! Situated in western North Carolina, Mooresville is less than an hour's drive from both Charlotte and Hickory.

The local economy is diverse, with a mix of manufacturing, retail, and service industries. Its proximity to Charlotte provides even more job opportunities and economic stability. Mooresville is the home of numerous national/international corporate headquarters and high-tech industries, including Lowe's Home Improvement corporate headquarters. Nicknamed "Race City USA," Mooresville is home to several racing-themed attractions, including the North Carolina Auto Racing Hall of Fame.

Mooresville boasts a thriving downtown where historic preservation meets innovative amenities and businesses. Whether residents and visitors are gathering for a meal, participating in a street festival, supporting local small businesses, or attending a world-class performance at one of several venues, downtown has something for everyone. Significant investment continues to be made to increase connectivity, functionality, and overall quality for this heart of the town.

Mooresville is a fast paced, vibrant community with numerous parks, recreational facilities, and cultural events. Mooresville is known for its high quality of life. It offers a mix of suburban and rural living, with access to city amenities in nearby Charlotte while still maintaining a smaller-town atmosphere.

Located in the heart of the Carolinas, Mooresville is perfectly situated on Lake Norman. Presenting a stunning panorama with more than 520 miles of shoreline, it is the largest man-made lake in the state of North Carolina. Mooresville's placement in the Piedmont Region (the plateau between coast & mountain), is reason to boast of its ideal trifecta location. Residing in Mooresville means being able to live in one of the most beautiful places on earth-in fact, Thrillist.com recently named it one of the 12 Most Luxurious Lake Towns in the world!

While cost of living can vary depending on individual circumstances, Mooresville generally offers a lower cost of living compared to larger cities like Charlotte.

Top Left: Sailboats on Lake Narman.

Middle Left: A Downtown Mooresville street festival.

Bottom: The PIT in Mooresville.



Town Government

Mooresville operates under a Council-Manager form of government. The citizens elect a Mayor and six Commissioners as the Town's governing body. The Mayor and two Commissioners are elected at-large. The other four Commissioners represent wards and must live in the ward they represent.

The Mayor serves a two-year term, while the Commissioners serve staggered four-year terms. The Mayor, two ward commissioners and one commissioner-at-large run in November of odd numbered years. All elections are non-partisan.

Providing resources and actions to make Board vision a reality, the Town of Mooresville currently has a strong leadership team with many long-time employees. Both staff and the Board have been open to innovative ideas, practices and projects in order to better serve the Town's residents and visitors and to enhance economic development in the area.





Above: Downtown Mooresville

Below: Children enjoying one of Mooresville's 17 Parks & Recreation facilities.

Bottom: A local veteran watches the Town's annual Veterans Day parade.

Mission, Vision, and Values

Mission

To enhance the quality of life in our community by providing high-quality services and directing well-planned growth while encouraging inclusion and belonging.

Vision

A safe, vibrant, and diverse community that is inclusive to all.

Values

- **Pride** in each job and interaction while treating every person we encounter with dignity and respect.
- **Integrity** in our action while maintaining the trust of our community and respect for each other.
- **Commitment** to a culture of diversity and equity that empowers our community and includes all voices.



The Position

Under the administrative direction of the Town Board, the Town Manager serves as the Chief Administrative Officer and is responsible for implementing the policies of the Town Board, directing business and administrative procedures, and appointing department directors.



Above: Ribbon Cutting at the One Mooresville Center, an innovative one-stop-shop for development, planning, permitting, and more.

Essential Functions and Responsibilities

- Develops long and short-range plans through input from the Town Board, community organizations, private citizens, and department directors.
- Consults with and directs department directors in solving administrative problems, developing, and implementing changes in organization, procedures, or policies to meet Town goals and objectives.
- Reviews applicable Federal, State and Town laws, ordinances and regulations for compliance and makes recommendations to appropriate departments to avoid issues and to develop and implement new ordinances and regulations to enhance, update, modify or clarify existing ordinances.
- Appoints, suspends, disciplines, and terminates all Town employees and appointive administrative officers not appointed by the Town Board.
- Develops and presents, in consultation with staff and department directors, policy proposals and items for inclusion in the official agenda for all Town Board meetings.
- Prepares and recommends to the Town Board the annual budget. Administers approved budget through appropriate internal controls and provides technical assistance and advice regarding revenue, expenditures, appropriations, allotment control, supplemental requests, and the sale of bonds.
- Advises the Town Board on the financial condition and future needs of the Town and makes recommendations concerning financial issues and concerns.
- Meets with business and community groups to explain Town policies, address citizen concerns, and promote Town programs, activities, services, and business opportunities in order to increase economic development opportunities.
- Represents and advances the interests of the Town through participation and leadership in various committees, boards, authorities, commissions, and other local, state, or regional organizations.
- Represents the Town to the media and at meetings and conferences.
- Reviews, negotiates, and approves contracts, grants, and agreements on behalf of the Town ensuring conditions adhere to the Town guidelines and state regulations. Enforces the terms and conditions of all contracts to which the Town is a party.

Knowledge and Skills

- Knowledge of administrative, organizational and management practices and procedures related to similar size and growth municipalities.
- Knowledge of public finance, budgeting and budgetary controls related to the implementation of municipal government laws, rules, and regulations.
- Knowledge of research, analysis, and application methods, practices and resources including legal, economic development and planning, technical reference.
- Knowledge of public relations and customer service methods, practices, and techniques.
- Knowledge of municipal policies and procedures.
- Knowledge of economic development and experience with intergovernmental relations.
- Skill in planning, developing, and implementing municipal policies, procedures, and objectives.
- Skill in negotiating, mediating, and resolving customer complaints and concerns.

Ideal Candidate

The ideal candidate will work closely with the Town Board to carry out town-wide initiatives and set the tone and vision for the employees of the town. This individual should be an innovative and visionary leader with experience in new development, redevelopment, economic development, and infrastructure to support the rapid growth in Mooresville. Strong knowledge of public administration principles, strategic planning, and experience in fiscal planning; awareness of North Carolina law and what it means to be a Dillon Rule state will be essential for this role.

The ideal candidate will be a community-oriented leader with proven experience in building and maintaining a broad spectrum of relationships with the Town Board, staff, stakeholders, and the community to ensure that a common vision is enacted and supported.

The ideal candidate should have strong collaboration and team building skills; advanced written and oral communication skills are imperative. The ideal candidate must have the capacity and interest to be an effective mentor and leader for staff and be able to adhere to the highest ethical and moral standards and be able to display transparency.

Education and Experience

A Bachelor's degree in business administration, public administration, public policy or related field is required in addition to a minimum of seven (7) years of increasingly responsible experience as a senior-level government executive. A Master's degree is preferred.

Residency Requirement

Residency within the Town limits is required. A wide variety of housing opportunities (in terms of cost, structure, and location) exist within the town limits, and it is such a great community that there is no reason to want to live anywhere else.



Above: Iredell Health System's recently constructed Mooresville facility.

Top Left: Cyclists enjoying multi-modality transportation options in Mooresville.

Bottom Left: A scene from Liberty Park's three-tiered playground which opened in June 2023.

How to Apply

Applicants should forward a cover letter and resume to:

resumes@affionpublic.com

Reference: MOORESVILLETM

Affion Public
PO Box 794
Hershey, PA 17033
888.321.4922
www.affionpublic.com

The Town of Mooresville is an Equal Opportunity Employer. We recruit, hire, train and promote employees without regard to race, religion, color, marital status, veteran status, disability, national origin, sex, age or any other protected category. We believe that true excellence comes from the confluence of many different perspectives. We are at our best, when everyone has an opportunity to contribute to the outcome.

For additional information about the Town of Mooresville, please visit our website at MooresvilleNC.gov.

Salary

The Town of Mooresville is offering a competitive salary commensurate with experience and a comprehensive benefits package. Salary range for the successful candidate is \$250,000-\$325,000, negotiable depending on experience.

Relocation assistance will also be available for the successful out-of-area candidate.




Confidentiality

Under North Carolina law, this process will be entirely confidential. The only candidate whose name will be released is that of the person who will be selected to serve as Mooresville's next Town Manager.



Town of Mooresville

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