



## **Hiring Announcement - City Administrator**

The City of Riverside, Iowa, (pop. 1,060) is seeking an experienced, collaborative, and forward-thinking leader to serve as its next City Administrator. This is an exciting opportunity to lead a growing community with a strong sense of civic pride, an engaged City Council, and an ambitious vision for the future.

Located in eastern Iowa, just 15 miles south of Iowa City, Riverside is known for its exceptional quality of life, welcoming smalltown atmosphere, and unique identity as the Future Birthplace of Captain James T. Kirk. The community is also home to the Riverside Casino & Golf Resort, a major regional entertainment destination with over 1.5 million visitors per year.

The community is currently advancing several significant initiatives, including downtown and commercial economic development projects, major investments in infrastructure and quality of life amenities, and the construction of a community wellness center.

The City Administrator serves as the chief administrative officer of the City and is responsible for the day-to-day management of municipal operations, implementation of City Council policies, preparation and administration of the City's budget, oversight of personnel, strategic planning, economic development, and fostering strong relationships with residents, businesses, and regional partners.

The successful candidate will demonstrate:

- Strong leadership and organizational skills.
- Excellent communication and interpersonal abilities.
- Experience in municipal administration, public sector management, or a related field.
- Knowledge of local government operations, budgeting, personnel management, and public policy.
- A commitment to transparency, collaboration, innovation, and outstanding public service.

A competitive salary and comprehensive benefits package will be offered based on qualifications and experience. Additional information regarding qualifications, salary range, application procedures, and the recruitment timeline will be released in the coming weeks.

The City of Riverside is an Equal Opportunity Employer and welcomes applications from all qualified candidates.