

**FOR IMMEDIATE RELEASE**

**Town Manager  
Search Re-opened**

The Town of Fair Haven, VT (2015 population est. 2,633) seeks an experienced leader to serve as its next Town Manager. Fair Haven is a small, rural town, but with many urban amenities, on the western border of Rutland County in west-central Vermont. It maintains strong civic pride, especially due to its smaller population, its historically-recognized slate mining/manufacturing industry, its veterans, and its Town green (called “*The Park*”).

Fair Haven is within an easy 15 minute drive to Castleton University and Green Mountain College. It’s within a 40 minute drive to the communities of Killington, Lake George, NY, and Manchester and Middlebury, VT. The Town is also only 1½ hours from both the Albany and Burlington International Airports.

The Manager reports to a 5-member Selectboard and is responsible for day-to-day Town operations, including supervision of all departments (Police, Fire, Water, Wastewater, Highways, Solid Waste, Recreation, and Accounting). The current operating budget is \$2.93M with 32 full- and part-time employees.

A working knowledge of municipal practices, budgeting, finance, personnel administration, and public relations is essential. The strongest candidates will have a collaborative and open management style, rooted in quality “customer service”, especially with elected officials, employees, and the community at-large. A background in the areas of economic development, labor relations, grant writing/administration, and project management is a plus.

A Bachelor’s degree in public administration, business management, or related field (Master’s degree preferred) along with five years of management experience are required. Salary will be commensurate with experience, and an excellent benefits package is offered. The Manager is encouraged but not required to reside in Town. However, a 30-minute commute would be the reasonable maximum distance expectation of the Selectboard. Background check required.

The position remains open until filled. However, applications received before 4:00 PM, on Wednesday, November 15, 2017 will be given priority review.

**For a full job description see [www.FairHavenvt.org](http://www.FairHavenvt.org)**

To view the Town Plan: <http://www.fairhavenvt.org/wp-content/uploads/2011/06/2016-Town-Plan.pdf>

To apply, please e-mail or mail a confidential cover letter, resume, and three professional references to:

Town Manager Search  
Attn: Robert Richards, Chair  
3 North Park Place  
Fair Haven, VT 05743  
[brichards2355@gmail.com](mailto:brichards2355@gmail.com)

The Town of Fair Haven is an *Equal Opportunity Employer*