The City of Aberdeen is seeking a strong, personable, and confident leader to be their next City Manager.
The Community
Aberdeen is the economic, social, healthcare, tourist, and educational center of northeastern South Dakota and western Minnesota. Incorporated in 1882, Aberdeen (named after Aberdeen, Scotland) has a total area of 15.60 square miles with a population of 28,500, making it the third most populous city in the state. Aberdeen is the principal city of the Aberdeen Micropolitan Statistical Area, which includes all of Brown and Edmunds counties and has a population of 50,000.

Aberdeen offers the charm of a small town with the amenities of a larger city. The City is home to unique art and cultural draws, strong K-12 and University Educational opportunities, and a vibrant, historic downtown. The area has world-renowned activities for outdoor enthusiasts who come from all over the USA and around the world.

Arts, Culture and Food
Year-round plays are performed at the Aberdeen Community Theatre located in the heart of downtown Aberdeen, and at the recently renovated Johnson Fine Arts Center at Northern State University. Young People’s Theater showcases the talent of local youth and Storybook Land Theatre presents free family entertainment all summer long in the Storybook Land Castle. Other Cultural attractions include: the Dacotah Prairie Museum in downtown, the Granary Rural Cultural Center which includes a restored 1912 town hall and “Walk with Dakota” interpretive landscape and sculpture walk. There is a combination of nearly 90 restaurants, bars and breweries for every type of dining experience throughout the community.

A Vibrant Downtown
The bustling downtown is a mix of locally-owned shops and eateries and activities that draw people from the community and region. Live concerts in the beautiful historic distract are a community highlight.

Staying Active
Citizens of Aberdeen enjoy a multitude of ways to stay active by joining sport programs through the Aberdeen Parks and Recreation Department and the YMCA. The City has over 30 miles of trails, swimming at the Aquatic Center, ice skating, curling, cross country skiing, snowmobiling, golfing, disc-golfing and much, much more. Campgrounds and scores of Hunting Lodges welcome thousands of visitors to connect with the outdoors.
**K-12 Education**

Aberdeen is a city where families and neighbors emphasize the well-being of children. In the Fall of 2017, The City of Aberdeen opened a brand-new public library with a state-of-the-art facility and world-class programming for children and adults. Aberdeen families educate their children in the Aberdeen public school district at one of six elementary schools, two middle schools and at Central High School and A-TEC Academy. Parents can also choose from several religious-based institutions offering both grade school and high school courses.

**Post K-12 Education**

Aberdeen, South Dakota was ranked as the Number 2 small college town in the nation. Northern State University is a premier liberal arts institution, named one of the best public baccalaureate colleges in the Midwest with 59 Majors, 46 Minors and 6 pre-professional programs. Presentation College is a leader in health care education, being nationally recognized and named to the President’s Honor Roll for Community Service and a recently added, Master of Science Degree in Nursing.

**Conveniently Connected**

Two major US highways serve Aberdeen. US Highway 281 that runs north-south from the North Dakota border to the border with Nebraska. US Highway 12, the major thoroughfare in Aberdeen, runs east-west across northern South Dakota from the Minnesota border before curving northwest into the southwestern corner of North Dakota.

In addition to Highways, the Aberdeen Regional Airport, serviced by Delta Airline, provides two, hour-long flights daily to and from Minneapolis. Aberdeen also offers an array of charter services, taxi companies, Lyft, car rentals, and public transportation through Rideline.
The Organization:
City government is overseen by a mayor/city manager and eight council members, serving staggered, five-year terms. The city manager functions as the chief administrative officer and is responsible for the general administration of city affairs. The city manager administrates city services and council directives through 16 departments.

The departments include Airport, Building Inspections, Computer Services, Engineering, Finance, Fire & Rescue, Human Resources, Library, Parks, Recreation & Forestry, Planning, Zoning & Code Enforcement, Police, Public Works, Senior Center, Transportation, Wastewater Reclamation Plant, and Water Works Treatment Plant.

Organization Culture
Lynn Lander has worked with the City for 11 years as Aberdeen’s first city manager. As he retires, he leaves an exceptionally strong organization that he helped create. The position is now well-established and respected thanks to Lynn’s leadership. The organization is made up of caring, knowledgeable people who want the best for Aberdeen. The retention of quality, seasoned, very talented people is high, reflective of leadership that really cares about the employees. Departments depend and rely upon each other for help. They have an “all-in together” attitude about the job, which draws community and council support. The City Manager has provided the directors significant autonomy, allowing directors to manage their departments.

Elected Officials
The City recently elected a new mayor and council member. They joined an elected team of 7 other council members. The new mix of established and new members is still in the forming stage with their relationship. The City has a history of a bipartisan approach to local governing, providing for a collegial atmosphere. The Council maintains their focus at the strategic level, leaving the day-to-day operations to the manager and directors.

Mission
We will, for the betterment of the people, shape a future with a positive environment through stewardship and collaborative leadership.

Core Values
We are a City that believes in a professional environment that exemplifies honesty, integrity, and mutual respect. We seek and build partnerships that focus on cooperation, teamwork, and trust. We are dedicated to quality customer service, programs and facilities. We communicate in a way that promotes competency, reliability, and confidence. We are ethical and accountable to ourselves and the citizens, working toward excellence in all we do.
A Community that Celebrates year-round!
Aberdeen is host to numerous events. A few are listed here:
- SD Snow Queen Festival
- Yelduz Shrine Circus
- Arts in the Park
- 4th of July Celebration
- Family Fun Weekend
- Aqua Addicts Ski Shows
- Downtown Concerts
- Storybook Land Festival
- Brown County Fair
- Sizzlin’ Summer Nights
- Celtic Faire
- South Dakota Film Festival
- Oktoberfest
- NSU Gypsy Days
- Winterfest
- Living Christmas Tree

Aberdeen at a Glance
- Population: 28,000
- City Area: 15.6 square miles
- Location: NE South Dakota near the Minnesota and North Dakota border
- Full-time Employees: 274
- Seasonal, PT Employees: 400+
- Number of City Unions: 2
- City Operating Budget: $67,366,000
- Current City Manager: Retiring in June after 11 years of service
The Position
The City Manager is appointed by and directly responsible to the Mayor and City Council. The City Manager is the Chief Administrative Officer of the City and is responsible for the general supervision and direction of the administration of the City government.

Executive management personnel are appointed by and the City Manager. The City Manager is responsible for establishing high performance and customer service oriented expectations and for managing the performance of executive managers. The City Manager is further responsible for the establishment and maintenance of a City organization designed to deliver municipal services in an efficient and effective manner.

Some specific duties include:
- Supervises enforcement and execution of the code of ordinances, City policies, and Council directives
- Acts as a conduit for communications between elected officials and staff
- Prepares the annual budget
- Assists the Council in establishing long-range goals
- Represents the City in negotiations
- Promotes positive relations with the citizens of Aberdeen and its civic organizations to ensure that citizens’ complaints, inquiries, and needs are given prompt attention and timely response

Leadership qualities
The ideal leader will be an honest, straightforward person of integrity, values and morals. They will have the qualities of a strong leader while being personable, even-tempered, and confident with a positive attitude and demeanor.

Other Qualities
- Someone who handles people with respect no matter the situation
- A well-spoken communicator who is an excellent listener with an open-door policy
- Someone who encourages staff ownership of decisions throughout the organization
- Someone approachable, open-minded and very organized
- The type of leader who is very responsive to the needs of department heads, council and citizens
- Someone involved and have ownership in the community
- Has the competence and experience relating to a wide range of disciplines
- Someone good at building relationships
- Adept in political context
Background and Experience Required

Bachelor’s degree (Master’s degree is desired) in urban studies, planning, geography, public administration, or similar field and at least five years of broad and extensive experience in major areas of municipal government administration, in the capacity of City Manager, Assistant/Deputy City Manager, Department Director or senior executive for a comparable or similar public sector organization. A combination of formal preparation and experience to perform all aspects of this position that is deemed acceptable by the Council is considered qualified as well.

The Manager shall have the knowledge of: the principles and practices of public administration including council/manager municipal government structure; government budgeting and financial administration; laws, rules, regulations, court rulings and legislated mandates affecting municipal government; personnel administration and labor relations; and current social, political and economic trends and operating issues of municipal government.

First Year Priorities

- Get to know each department head and staff and do a facilities tour to see where current and future equipment needs may be
- Schedule, budget and hold a strategic planning session with council and department heads
- Develop relationships with city, county, state and community leaders
- Develop a succession plan for each department to rank those that are at risk of losing the department head in the foreseeable future
- Meet with each member of the city council
- Prepare the city budget and 5-year CIP
- Become familiar with the city website and all its capabilities, city policies and budget
- Develop an understanding of budget issues and current problems such as infrastructure and finding additional water sources
- Become familiar with the city website, (eligible for a free upgrade) and all its capabilities, city policies and budget
- Develop an understanding of budget issues and current problems such as aging infrastructure and finding additional water sources
- Plan the appropriate fee and financing structure for plant upgrades for water treatment and water reclamation
Position Announcement  City Manager—Salary: $145,000 to $165,000

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Qualifications:
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Position profile is available at www.hue.life  To apply, mail resume, compelling cover letter and five references to AberdeenCM@hue.life by 03/25/20. Final interviews May 1-2, 2020. Please direct questions to Richard Fursman at Richard.fursman@hue.life or (651) 338-2533. For additional information about Aberdeen, please visit: https://www.aberdeen.sd.us/