



The ideal candidate for the Borough Manager should possess the following skills, competencies, knowledge, experience levels, interpersonal style, and management style.

## **BACKGROUND/EXPERIENCE**

### **EDUCATION LEVEL**

- \_\_\_\_\_ College Degree
- \_\_\_\_\_ Advanced Degree
- \_\_\_\_\_ Professional Memberships

### **YEARS OF EXPERIENCE**

## **BACKGROUND AND EXPERIENCE OF IDEAL CANDIDATE**

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**Please note the most important areas of experience and demonstrated expertise.**

- ☐ Budget preparation and presentation
- ☐ Budget policy and structure tied to strategic planning
- ☐ Financial forecasting, monitoring and reporting
- ☐ Formal reporting and liaison with elected officials
- ☐ Public financing techniques (TIF, bonds, grants, etc.)
- ☐ Economic development and redevelopment
- ☐ Housing development/redevelopment
- ☐ Downtown development/redevelopment
- ☐ Planning and Zoning
- ☐ Annexation
- ☐ Performance evaluation, staff development, team building
- ☐ Strategic Planning
- ☐ Utilities (water, sewer)
- ☐ Election duties
- ☐ Computers/Technology
- ☐ Working with the County and adjacent communities
- ☐ Involvement in professional and community organizations
- ☐ Infrastructure repair/replacement
- ☐ Comprehensive Plan
- ☐ Building/zoning code enforcement
- ☐ Other , please specify:

### **MANAGEMENT STYLE/PERSONALITY**

**Please list important leadership styles or attributes.**

1.

2.

3.

4.

5.

### **PRIORITIES**

**What are some of the priorities the person should deal with in the first 6 to 12 months on the job?**

1.

2.

3.

4.

5.

6.

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**What skills not currently inherent in the staff would you particularly want to see in the incoming Manager?**

**What specific programs or services and technical capabilities, not currently being offered through the Manager's office, would you like to see offered?**

**Importance of being local (Alaska or Northern Climate) versus Deep South?**

**Are there any individuals known to you who should be recruited for this position?**

**Do you have any questions about the process?**

Completed by: (optional)\_\_\_\_\_