Haines Borough Manager

IDEAL CANDIDATE PROFILE SURVEY

What community characteristics stand out to you that you think a candidate should be aware of?

How would you describe the culture of the organization (Borough Hall)? Ex: How do people get along? What is customer service like? What is the teamwork like?

What do you think will need immediate attention from the new Manager?

If you could ask potential candidates one question during the screening process, what would it be?

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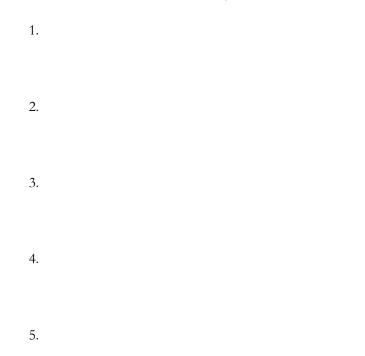
Please note the most important areas of experience and demonstrated expertise.

- _____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:

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MANAGEMENT STYLE/PERSONALITY

Please list important leadership styles or attributes.



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.

- 4 -

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)_____