

Franklin County Manager Position

Date Posted: 11-11-2020

End Date: 12-31-2020

Directs the operations of the Franklin County Government, providing operational and executive leadership to all components of county governmental functions, by working with the Board of Commissioners and other management to establish and implement long-range goals, strategies, plans and policies; direct supervision of the County's administrative offices and senior management; oversees County programs/activities; interprets County goals/policies, and ensures that County administration and senior management are making decisions consistent with the Board of Commissioner's planning and policy initiatives. This position is appointed by and serves under the direction of the Board of Commissioners.

Supervises and manages all County staff as the chief administrative officer of the county, either by direct supervision or through delegation of supervision to deputies and assistants.

Advises the Board of Commissioners on the impact of long-range planning, introduction of new programs/strategies and regulatory actions. Ensures the Board of Commissioners is provided access to accurate information and reports such as is necessary for the Board of Commissioners to function.

Empowers and supports department heads, employees, and others under his/her supervisory control to take initiative, be creative, and be 'objective-driven.'

Implements, in accordance with law and by utilization of staff and other County resources, the vision and policy established by the Board of Commissioners.

Acts as a fiscally responsible steward over all assets of the County. Ensures the ordinances, policies, and regulations of the County are duly carried out, with an emphasis on customer service, efficiency, and accountability.

Oversees financial management, personnel administration, procurement, contracts, and risk management.

Minimum Qualifications

Bachelor's degree from an accredited college or university in Public Administration, Business Administration, or closely related field preferred; supplemented by five (5) years progressively responsible management experience, preferably as a combination of local government and private industry experience. Knowledge of local government financial administration and fund accounting; knowledge of federal, state, and local laws, statutes, and regulations preferred. Must possess and maintain a valid Georgia driver's license.

For a more detailed look at the responsibilities required of this position, applicants may request a copy of the Franklin County ordinance pertaining to the specific duties of the county manager.

Requests and proposals should be emailed to kfinger@franklincountyga.gov no later than, 12-31-2020.

Physical copies may be mailed to:

Franklin County Board of Commissioners ATTN: Kayla Finger

PO Box 159

Carnesville, GA 30521

