

The Town of Jericho, Vermont seeks a collaborative and dynamic full-time Town Administrator. Jericho (pop, 5,000) has a \$4.0 million budget and nine full-time employees. The community features a rural area and lifestyle, scenic beauty, and natural resources, as well as a quality school system.

The Town Administrator is responsible for supervising and coordinating the overall operations of the town and is responsible for managing the day-to-day affairs as specifically assigned by the three-member selectboard. A detailed job description is available at [https://jerichovt.org/town-departments/news\\_feed/town-administrator-job-posting](https://jerichovt.org/town-departments/news_feed/town-administrator-job-posting).

The successful candidate will have a minimum of a bachelor's degree from an accredited college in business administration or public administration, plus at least four years' experience in an administrative or managerial capacity in municipal government, business, another public sector position, or an equivalent combination of experience and training.

Salary range is \$65,000 to \$85,000, commensurate with experience and training. Excellent benefits are offered.

To apply, please email a cover letter, resume, and contact information for three references as PDF file attachments, in confidence, to [municipal.recruitment@vlct.org](mailto:municipal.recruitment@vlct.org) with Jericho as the subject. Our preferred deadline to receive applications is Friday, June 4, 2021.

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