



Public Administration Associates, LLC

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Position Announcement

Village Administrator

Hales Corners, WI (Population 7,850)

Hales Corners is seeking a collaborative, proven administrator who is a team builder in addressing community needs and issues. Located in southwestern Milwaukee County on I-43, Hales Corners is a highly desirable suburban community with a range of housing options for people who want to live in a small-town atmosphere yet close to Metro Milwaukee's cultural and entertainment attractions. The Village boasts a strong local economy, regional shopping opportunities, a high-achieving school district, and substantial recreational assets, including hundreds of acres of parkland and open space, including Whitnall Park, its outstanding Boerner Botanical Gardens, and the Wehr Nature Center. The Village is only a 15-minute drive from Mitchell International Airport and 2 hours from Chicago.

Hales Corners is a full-service community that distinguishes itself as a great place to live, work, play, learn, and visit, while also providing high-quality municipal services. The Village President and Six Village Trustees are elected at large on a non-partisan basis for alternating 3-year terms. \$19.5M 2026 Budget including General, Debt Service, Capital Improvement, and Special Revenue Funds. One current Tax Increment District (TID). 41 permanent full-time and approximately 80 seasonal and part-time employees.

Hales Corners has had tremendous stability in its village administrator position, with only five individuals serving in this role in 75+ years. The current administrator is retiring this summer after 11 years of service.

Starting salary range \$135,000-\$163,000 (DOQ) plus excellent benefits. Require a Master's Degree in public or business administration or related field with five (5) years of progressive municipal management experience. Consideration of candidates with private-sector or military experience will be given if they can demonstrate accomplishments that directly relate to the required skills. A strong background in financial management is essential, including skills in budget development/management, capital improvement planning and implementation, and information technology. Excellent human resources skills, particularly in attracting, mentoring, and keeping talented staff, are highly desired. Economic development experience with a focus on strategic community marketing and redevelopment is also integral to Hales Corners' future success. Maintaining and enhancing Hales Corners' intergovernmental relationships with its surrounding local governments is also very important.

The next administrator's emphasis will be on maintaining Hales Corners' strong financial position, expanding the village's tax base, and enhancing employment opportunities through strategic community development

initiatives, including a potential new TID. The ideal Hales Corners Village Administrator candidate will be a leader of high integrity, with a strong passion for public service, and an open and positive communication style. The next Hales Corners Administrator must maintain a collaborative style in implementing Village Board policies and directives and have the visionary foresight to see the big picture and help lead the community forward. The ability to cultivate positive and productive relationships with citizens, the Village Board, Village staff, and other Hales Corners community stakeholders will be critical to their success.

Visit the community website at www.halescornerswi.gov. The Hales Corners Village Administrator Position Profile is available at www.public-administration.com.

Send cover letter, resume, salary history, and five work-related references (one combined PDF) to Public Administration Associates (PAA), LLC, Attn: Kevin Brunner, President; e-mail kevin.brunner1013@gmail.com by April 10, 2026.

Confidentiality must be requested by the applicant and cannot be guaranteed for finalists per Wisconsin State Statutes.