

**Town Manager.** Swansboro NC, the “Friendly City by the Sea” is seeking qualified applicants for the position of Town Manager. With a 2023 population of 4102 and growing, the Town operates under the Council-Manager form of government with the Manager appointed by a six-member Mayor and Board of Commissioners. Swansboro has a professional staff of 44 full-time and approximately 33 part-time. The General Fund Budget for Fiscal Year 2023/2024 is \$5,683,022, Stormwater \$133,513 and Solid Waste \$463,922. Situated at the confluence of the White Oak River and the Atlantic Intercoastal Waterway, Swansboro is convenient to Marine Corps Base Camp Lejeune, Marine Corps Air Station Cherry Point, Bogue Inlet and Bogue Banks Beaches.

**Qualifications:** Proven ability to work collaboratively with advisory boards and citizen groups. Results oriented, customer service focused individual with BA/BS in Public Administration, finance, planning or related field – MPA or MBA preferred with 5-7 years’ experience in local government management. Excellent oral and written communication skills. ICMA-CM preferred or ability to obtain. Ability to work as part of a team with elected officials, department heads and staff, providing supervision and direction. Grant writing and contract administration experience. Experience in coastal communities and in dealing with growth and military populations desired. Interested applicants should include the following: a cover letter, comprehensive resume, salary history and professional references. Electronic submittals are strongly preferred. Submit to Sonia Johnson at [sjohnson@ci.swansboro.nc.us](mailto:sjohnson@ci.swansboro.nc.us) or mail to Finance Director/HR at 601 W. Corbett Avenue Swansboro, NC 28584. Position open until filled.