



Organization: City of North Branch
Position Title: City Administrator
Address: 6408 Elm Street, North Branch, MN 55056
First Review: August 18, 2024
Salary: \$140,000 - \$180,000 annually DOQ

The City of North Branch is seeking a City Administrator for this family-friendly community of 11,791 centrally located between the Twin Cities Metropolitan Area and northern Minnesota cabin country. Due to its desirable location, North Branch has become the largest and fastest growing city in Chisago County, offering residents and businesses the benefits of small town living with all the essential amenities.

THE CITY OF NORTH BRANCH

The City of North Branch is a Minnesota Statutory Plan A City with a Council-Administrator form of government. The City Council consists of a part-time mayor and four council members elected at large. The City serves a population of 11,791 across 36 square miles with a 2024 budget of \$7.6 million and a team of 40 FTEs. Departments include Administration, Attorney, Building Inspection, Engineering, Finance, Fire, Liquor, Planning and Zoning, Police, and Public Works.

THE CITY ADMINISTRATOR

The City Administrator is the chief administrative officer of the City and reports directly to the mayor and four city council members. The City Administrator is responsible for planning, organizing, and managing all municipal activities coordinating the day-to-day affairs of city government. The City Administrator is also the chief policy advisor for the mayor and council. The City Administrator supervises leaders in Finance, Human Resources staff, Information Technology, Liquor Operations, Community Development, Police, Fire, Parks, and Public Works. The City Administrator also serves as the lead negotiator for all four collective bargaining units.

WHY APPLY

This is an excellent opportunity for a progressive city administrator to lead a community into the future. North Branch is a full-service city with stable finances, well-maintained infrastructure, and strong council/staff relations with seasoned, experienced staff dedicated to providing exceptional customer service. Conveniently located just 30 minutes north of the Twin Cities on I-35 and less than two hours from Duluth, this community is close to big-city amenities and attractions while retaining small-town charm and friendliness in a semi-rural setting.

As the largest city in Chisago County, North Branch continues to enjoy robust residential development and is poised for major commercial and industrial development and redevelopment projects. A municipally owned industrial park located on the interstate is shovel-ready for development and many other large tracts are also available. If you're looking to make a difference and enjoy an excellent quality of life, this could be the opportunity for you.

View the full position profile and job description at gmphr.com.

More Information: GMP Consultants is assisting the City of North Branch with this search. Learn more at gmphr.com. The City of North Branch is an Equal Opportunity Employer. First Review is August 18, 2024.