



## CITY ADMINISTRATOR - CITY OF CREVE COEUR, MISSOURI

**City Administrator, Creve Coeur, MO (pop. 18,457; daytime pop. 53,000+).** Creve Coeur operates as a home-rule charter form of government and is a premier St. Louis-area community offering sought-after amenities, a high quality of life, and easy regional access. Located 15 miles west of the City of St. Louis, Creve Coeur benefits from proximity to Interstates I-270, I-64, and other primary roadways, with St. Louis Lambert International Airport less than 12 miles away.

Creve Coeur is an affluent residential community with a substantial business core and is undergoing transformative redevelopment that will shape the city's future. To guide this period of opportunity and change, the City seeks a dynamic, forward-thinking and collaborative professional with exceptional communication skills to serve as its next City Administrator. Following a respected 26-year incumbent, the successful candidate will join a stable organization known for its teamwork and strong community engagement. The next City Administrator is expected to be visible in the community while bringing strong financial, analytical, and human resources expertise.

The City Administrator is the chief administrative officer, responsible for day-to-day operations and overseeing all funds with combined budgets of approximately \$37 million. Creve Coeur is in excellent financial condition, with an FY 2026 unassigned fund balance at 70.5%, and a AAA bond rating. Core services include police, public works, community development, parks and recreation, and administration. The city has approximately 110 full-time employees.

Ideal candidates will possess:

- A bachelor's degree in public administration, public policy or related field (a master's degree is preferred). ICMA – CM designation a plus;
- Seven – 10 years of increasingly responsible local government management experience as an administrator, assistant administrator or department head, or equivalent combination of education and experience;
- Proven leadership, managerial, and interpersonal skills to guide a dynamic organization with high customer-service expectations;
- Strategic, collaborative approach to staff leadership, with human resources and supervisory experience; and
- Strong communication, diplomacy, and community engagement skills.

The City Administrator is appointed by and reports to the Mayor and eight-member City Council. The starting salary range is \$180,000 – \$210,000+ DOQ, plus an excellent benefit package. Candidates should apply by October 20, 2025, with resume, cover letter and contact information for five work-related references to [www.GovHRjobs.com](http://www.GovHRjobs.com) to the attention of Lee Szymborski, Senior Consultant, MGT. Tel: 847-380-3240 ext. 103.

The City of Creve Coeur is an Equal Opportunity Employer.