



INVITING APPLICATIONS FOR THE POSITION OF
CITY ADMINISTRATOR



City of
Clinton
MISSOURI



INTERIM+
SOLUTIONS

MUNICIPAL GOVERNMENT

The City of Clinton, with an estimated population of over 9,500, is a 3rd Class city located in Henry County. A Mayor and eight City Council members govern the City. The Mayor, elected at-large, serves a four-year term. Council members, elected by wards (2 per ward), serve two-year staggered terms. All nine City officials are elected on a nonpartisan basis.



The current annual budget for the City is \$19 million. The City has 80 full-time and 75 part-time employees in the following departments: Administration, Municipal Court, Code Enforcement, Community Development, Transfer Station, Police, Fire, Street, Parks & Recreation, Cemetery and Area Transportation Service. The City contracts for operations and managements services for the following city-owned facilities / departments: Clinton Regional Airport and Wastewater. The City also contracts for Economic Development services.

The Mayor, with City Council approval, appoints the City Administrator to oversee the daily management and operations of all City of Clinton departments and to provide oversight for City contracts for services.



THE COMMUNITY

Clinton, located on the northwest branch of Truman Lake, is the economic hub for the Golden Valley area. A diverse economy supports both residents and visitors.

Clinton's largest employer, Golden Valley Memorial Healthcare – with 800+ employees, provides a variety of top-level healthcare services, as well as a multitude of employment opportunities. The industrial community, located in city-owned Gerhart Industrial Park, tenant-owned Golden Valley Industrial Park and other individual locations, produces flexible packaging, custom cabinetry, boats, cheese products, automotive fluids and lubricants and aircraft interior products, to name a few.

Retail businesses meet the needs of residents and tourists. Clinton's Historic Downtown Square is home to a vibrant business community with a mix of retail, restaurants and professional businesses. Other commercial sites are scattered along MO Hwys. 7 and 13 and other parts of the city.

Agriculture-related businesses have been the backbone of Clinton's economy throughout its history. In Clinton you will find implement dealers, suppliers of farm and garden products and a nationally recognized farm equipment auction company.

Outdoor activities are popular amongst residents and visitors. Two eighteen-hole golf courses and a multitude of hunting and fishing opportunities are available.

Educational options abound with K-12 Clinton public schools, Clinton Technical School, K-12 private schools, and satellite locations for State Fair Community College, University of Central Missouri and Central Methodist University.





REQUIRED QUALIFICATIONS

All applicants for the position should possess, at a minimum, a bachelor's degree and five years of increasingly responsible municipal managerial experience. A master's degree in public administration, business administration, or some other related field of study is preferred but not required. The candidate should have city administrator/manager or assistant city administrator/manager of at least 5 years. A municipal department director with significant overall general municipal knowledge and experience may be considered for the position. It is desirable that all applicants have experience in municipal administration, management, budget and finance, human resources, infrastructure and municipal planning. While residency within Clinton is preferred, residence in Henry County is required within six months of the start date.

BENEFITS

The City offers a generous package of benefits for the new City Administrator. These benefits include:

- Salary Range: \$120,000 to \$155,000
- Health, Dental and Life Insurance 100% Paid by City for Employee
- Retirement Under LAGERS L12
- Vacation and Sick Leave



HOW TO APPLY

To apply please submit cover letter, resume, and three work related and two personal references. All applications must be submitted electronically no later than **4 p.m. (CST), Friday, July 24, 2026** to:

J. Jeff Hancock

jjhancock@interimsolutionsllc.com

Please direct all questions to J. Jeff Hancock at 573-932-1868.