



A PRIME COMMUNITY

Now Recruiting:
TOWNSHIP MANAGER

AmyCell Talent
CONNECTING TALENT AND OPPORTUNITY



About Our Community

Meridian Charter Township is a vibrant and diverse community with nearly 45,000 residents. Our community is comprised of young professionals, families, retirees, and people of various ethnicities, religions, abilities, and sexual orientations.

Our mission is to provide a safe, welcoming, and prime community.

With a property tax value of \$2.2 billion, the annual budget is \$63 million. Meridian Township is a financially strong community, with 11% of Ingham County's population, but 22% of the County's taxable value.

Centrally located near Michigan State University and the state capital, Meridian Township is a highly educated suburban community with award-winning, top-rated schools. A desirable destination for raising families, Meridian Township offers an array of quiet, safe neighborhoods and an abundance of natural beauty with four seasons of outdoor activity.

Meridian Township provides services such as police and fire, water and sewer, local road and sidewalk programs, recreation, recycling, and more. We leverage our assets through regional cooperation for police and fire services, water and sewer authority, and transportation.

Our regional Farmers' Market draws over 3,000 visitors each week. Inclusive outdoor concerts and festivals offer something for everyone.

With 29 parks, 1,600 acres of land preserves, over 20 miles of trails, wetland protection, and alternative energy programs, Meridian Township is an environmentally conscious community that values historic preservation while planning a future as a Certified Redevelopment Ready Community.

Our Community (cont.)

Meridian Township values commerce, with a wide variety of shops, top-notch restaurants, medical facilities, and many service establishments.

We are conducting a national search for the next Township Manager who will lead the Township in continuing and fostering these endeavors with the Township Board while managing the day-to-day operations of the Township.

The Township Board is looking for a manager with proven leadership capabilities, sound judgment, and strong management skills. The Township Manager is a public-facing position and must have the ability to engage with the community while fostering intergovernmental relations, reporting to a seven-member board, and administering Township policies.



Key Responsibilities

The Township Manager leads a staff of approximately 170 employees, managing operations, services, and strategic initiatives. This position reports to the Township Board. Essential functions of this role include coordinating internal operations, maintaining government relations, addressing resident and business concerns, and collaborating with other local or regional stakeholders.

The Township Manager also:

- Serves as chief executive officer of Meridian Township. Ensures success and sustainability of Township operations by developing, executing, and updating strategic plans, policies, and initiatives.
- Manages the day-to-day operations of the Township, applying policies, ordinances, laws and regulations, and employment and bargaining unit contracts to facilitate the functions of the Township to provide excellent services for all members of the community.
- Works closely with the Finance Department, administrative staff, and department directors to implement and track the Township's budget. Through fiscal stewardship, maintains long-term financial stability while aligning financial resources with annual Township objectives.
- Serves as the conduit between Township departments, residents, and stakeholders, fostering collaboration, transparency, and trust, while promoting civic engagement.
- Advocates for Meridian Township's interests through effective relationships with local, regional, and state government agencies. Complies with regulatory requirements and promotes Township interests through collaboration and strategic partnerships with other public entities.
- Recommends policies and administrative improvements to the Township Board, ensuring that they align with the Township's goals, legal requirements, and best practices for governance and service delivery.
- Ensures efficient coordination and action by Meridian Township in an emergency event by aiding in response efforts and overseeing preparedness and recovery initiatives.

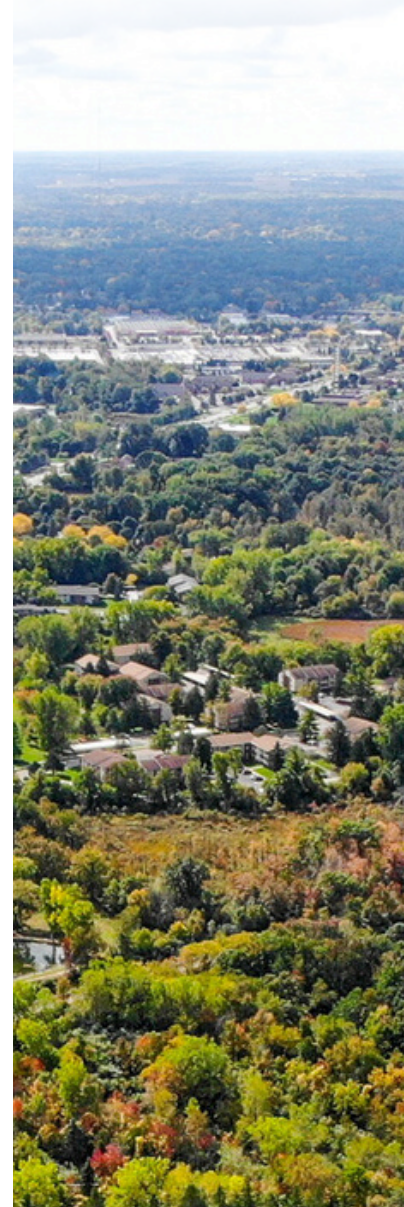
The Township Manager is a forward-thinking, strategic leader with a passion for public service. They will bring a blend of operational expertise, collaborative leadership, and innovative critical thinking skills, all while embodying the Township's values as a safe, welcoming, sustainable, and prime community.



Desired Capabilities

Meridian Township desires to hire a dynamic leader with the capability to lead a large workforce, manage complex municipal operations, and ensure alignment with organizational strategic goals. This individual must possess exceptional skills in public administration, fiscal management, innovation, and collaboration. This trusted leader must continue to foster the Township's vibrant and sustainable community with traits and skills that include the following:

- **Visionary and Strategic:** Capacity to foresee challenges and formulate innovative, forward-thinking solutions that align with the Township's long-term goals and priorities
- **Cooperation and Collaboration:** Proven ability to promote teamwork while creating a supportive environment that fosters learning, leadership, professional growth, and shared responsibility.
- **Adaptable and Resilient:** Ability to navigate the complexities of a changing municipal environment, addressing challenges with flexibility and remaining composed under pressure
- **Ethical and Transparent:** Transparency in governance, accountability, and ethical decision making





Education and Experience

Qualified candidates must hold a bachelor's degree in public administration or a related field from an accredited college or university. A master's degree in public administration or a related field is preferred.

A minimum of seven years of progressively more responsible senior-level experience in municipal management is required.

The Township will consider an alternative combination of formal education and work experience.

Compensation and Benefits

Meridian Township offers a comprehensive benefits package that includes a base salary in the range of \$160,000 to \$195,000 depending upon qualifications and experience, and a generous benefit package including; health, dental, and vision insurance; long-term disability, life insurance, Employee Assistance Program (EAP), 401(a) and 457, retirement health care savings plan, defined contribution retirement plans, paid parental leave, vacation leave, and more!



Application Process & Township Manager Selection

Qualified candidates can contact Amy Cell Talent for more information.



215 W. Michigan Ave., Ypsilanti, MI 48197



734.747.2936



amycelltalent.com

Applications must be received by October 30. All applications will be evaluated against the posted qualifications, and Amy Cell Talent will present a select number of candidates to the Township Board. The Township Board will then determine the finalists for the position. Finalists will be interviewed in a public meeting.

The selection process requires expressed authorization by an applicant for Amy Cell Talent to conduct a criminal background report check, credit check, academic verification, and reference checks.

Under state or local laws governing access to public records, all information associated with an individual's submitted application, including resumes and cover letters, may be subject to public disclosure.

Meridian Township is an Equal Opportunity Employer (EOE)



Contact Amy Cell Talent



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meridian.mi.us