

**Town of Norway
Job Opening
Town Manager**

The Town of Norway, Maine is seeking a progressive, forward thinking, fair minded, transparent, community-oriented Town Manager to lead our Town under the direction of a five-member Selectboard. The Town Departments include a nine-member 24/7 Police department, a nine-member Highway department, a full time Code Enforcement Officer, full time Assessor, Town Clerk, Deputy Town Clerk, Assistant Treasury, Park and Recreation Director, full time Fire Chief with roughly 35 active volunteer firefighters and a Waste Water Superintendent. The Approved Budget for FY23 is \$10,152,259 which includes Town governmental services, MSAD17 school assessment and the County tax.

The Town of Norway has a population of approximately 5,077 full-time residents. The town is located in the Oxford Hills Region of the State. The Town of Norway has an Historic downtown center that is a vibrant destination to shop, eat and relax. The Town of Norway is located one hour from Portland, one hour from Augusta and one hour from North Conway, NH. A five-member Selectboard governs the Town, with an appointed Town Manager.

Ideally, the Town Manager will have experience in finance, human resources, employee relations, union negotiations, planning, economic and community development, grant writing and project management. The Town Manager must be able to listen, engage, understand and sustain relationships with staff, the Selectboard, residents, funders and key partners. Strong written, verbal and public presentation skills are required. Must have the ability to promote the town utilizing a variety of communications.

Position requires a bachelor's degree from an accredited college or university; at least ten year's experience in Town/City Government and or in a Senior Leadership position with at least five years in supervisory, human resources and administrative experience. Any equivalent combination of education and experience which demonstrate possession of the required knowledge, skills, and abilities; or any equivalent combination of education and experience will be considered.

Must possess a valid motor vehicle operator's license. Starting salary commensurate with qualifications. Excellent benefits provided. Norway is an equal opportunity employer. For additional information related to this position, please contact Russell Newcomb, Chair of the Selectboard @ rnewcomb@norwaymaine.com

**Send resume and cover letter in confidence no later than 5pm on September 30, 2022 to:
Russell Newcomb, Chair of the Selectboard, 19 Danforth Street, Norway, Maine 04268.**