



ESCAMBIA COUNTY, FLORIDA COUNTY ADMINISTRATOR



EXECUTIVE RECRUITMENT

Escambia County, FL (pop. 321,905) – The Board of County Commissioners seeks a County Administrator to join their Leadership Team, employees, community partners and residents in further growing and developing a resilient and sustainable community. Escambia County has grown significantly in the past several decades, increasing its population by about 100,000 residents – from just over 205,000 in 1970 to 321,905 in 2020. There are two incorporated municipalities in Escambia County: the city of Pensacola and the town of Century.

Escambia County is bordered on the west and north by Alabama, on the east by Santa Rosa County and on the south by the Gulf of Mexico. According to the U.S. Census Bureau, the county has an area of 875 square miles, of which 656 square miles is land and 218 square miles (25.0%) is water.

Escambia County has approximately 685 establishments in the accommodations and food services industry, employing an average of 17,422 workers, representing 12.4% of the area workforce. The largest major industry sector is health care and social assistance with 16.8% of the area workforce. There are four major hospitals located in Escambia County, all of which have surgical centers- Baptist Hospital, West Florida Regional Medical Center, Navy Hospital and Sacred Heart Hospital. There are approximately 23,600 employed in health care and other health related services.

The military is a large factor in the area's economy. Navy and Air Force expenditures, including construction, have historically accounted for nearly half the total payroll in the Pensacola metro area. Navy installations include Pensacola Naval Air Station, Saufley Field and Corry Station. Whiting Field is located in Milton Florida, about 30 miles northeast of Pensacola. In neighboring Okaloosa County, Eglin Air Force Base and Hurlburt Field have a favorable economic impact, as well as serving as magnets for high-tech businesses. Escambia County has several commercial/industrial parks. The County has two relatively new commerce parks, Central and Heritage Oaks as well as the newest downtown Technical Park. The Heritage Oaks Commerce Park, home to Navy Federal Credit Union, continues to stimulate growth in the local economy by increasing job creation and expanding operations in the area. The recent acquisition and Master Plan for the former Navy Outlying Field 8 will provide over 500 acres of future economic growth and expansion.

Those who live in Escambia County can enjoy every day what draws millions of vacationers here every year: pristine beaches, clear Gulf waters, historic landmarks and museums, world-class restaurants, and southern hospitality.

Miles of trails for hiking and biking, world-class golf and tennis facilities, and countless watersports offer something for all outdoor enthusiasts. Escambia's bays, bayous, rivers, and the beautiful Gulf of Mexico offer access to stand up paddleboarding, surfing, kayaking, canoeing, sailing, deep sea fishing, snorkeling, and scuba diving. The county is also home to one of the largest artificial reefs in the world – the Oriskany, an 888-foot retired aircraft carrier that provides a stage for viewing whale sharks, amberjack, goliath grouper and other reef fish.

In the outlying areas of Escambia County, local family farms provide a picturesque landscape, producing corn, cotton, peanuts, and dozens of fresh vegetables. Those looking for an unhurried way of life can find it in one of the county's unique rural communities, where many residents still enjoy a friendly, small-town lifestyle.

Escambia County residents have no shortage of excitement, however, with countless top-notch restaurants, bakeries and coffee shops, local boutiques, and live entertainment options. You can start your day with a delicious brunch, relax and soak up some sun on Pensacola Beach and then spend the afternoon exploring historic sites like Fort Pickens or visiting the National Museum of Naval Aviation.

The county is also home to the Blue Angels, officially known as the U.S. Navy Flight Demonstration Squadron, who perform heart-pounding aerial stunts at up to 700 mph. Visitors and residents can watch them perform as they practice from their home base at Naval Air Station Pensacola, or at the annual July Pensacola Beach Airshow or November homecoming show, which attract thousands of tourists.

Sports fans can come out and root for one of the town's home teams, including the University of West Florida football team. The Pensacola Blue Wahoos, a Minor League Baseball team of the Southern League and the Double-A affiliate of the Miami Marlins, play ball in the waterfront, \$40 million, 5,000-seat Community Maritime Park and entertainment complex. The Southern Professional Hockey League's award-winning Pensacola Ice Flyers skate at the county-owned Pensacola Bay Center.





THE COUNTY & THE ORGANIZATION

Escambia County is a political subdivision of the State of Florida. As such, it is governed by and derives its operating authority from the constitution and laws of the State of Florida. In compliance with Florida state statutes, the county's legislative and policy-making powers are vested with the five-member Board of County Commissioners. Its members are elected by district to four-year overlapping terms. The chairperson presides over the board and is elected by its members annually.

Separate powers for operation of specific functions of county government are vested by the Florida Constitution in the five independent constitutional officers: Clerk & Comptroller, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector. These independent officials are elected county-wide as public trustees with direct responsibility for delivery of services in a manner defined by Florida law.

Commissioners are chosen in partisan elections by voters from the districts in which they live. The board duties include, but are not limited to:

- Passing ordinances and resolutions
- Creating and adopting the annual county budget and authorizing expenditures
- Levying a property tax on real and personal property
- Appointing the county administrator and county attorney and governmental boards or committees
- Representing the county on a local, regional, state, and federal level
- Other duties and responsibilities that may be enacted by the federal government, state legislature and governor

The County operates under a commission/administrator form of government. Except for the county attorney, the county administrator appoints and oversees all non-elected county employees. Functional responsibilities include: Community & Media Relations, Budget, Facilities Management, Human Resources, Parks & Recreation, Public Safety, Public Works, Corrections, Mass Transit, Neighborhood & Human Services, Extension Services, Purchasing, Building Inspections, Engineering, Information Technology, Natural Resources Management, Library Services, and Waste Services.

The county currently employs 2038 full-time employees with many part-time/seasonal employees. The total 2022 County Budget was \$568 million.



QUALIFICATIONS

Successful candidates will ideally possess the following qualifications:

- A Bachelor's Degree from an accredited college or university with a major in public administration, public policy, business, or related field is required with a master's degree from an accredited college or university specializing in Public/Business Administration or related discipline preferred
- Seven or more years of progressively responsible experience as a County/City Manager or an Assistant County/City Manager, including extensive experience at a senior level interacting with elected officials and other stakeholder groups in an organization of comparable size to Escambia County.
- Demonstrated ability in budget development and implementation, fiscal management, and long-range financial planning for local governments; experience in innovative strategies to find new sources of revenue and public/private partnerships.
- Experience in economic planning, comprehensive land use planning, and long-range planning.
- A background of successful employee relations and labor relations (union) experience; knowledge regarding modern human resource programs, including talent acquisition and development within a competitive and challenging labor market.
- Knowledge of federal, state, and city laws, rules, regulations, and ordinances related to the management and administration of a county government.
- Experience in intergovernmental relations and the ability to personally interact with other jurisdictions and agencies in a constructive, cooperative, and mutually supportive manner, while representing the county's interest tactfully and firmly.
- Successful experience working in and interacting within a community of multi-cultural and socioeconomic diversity; experience in and support of equal opportunity and diversity in the workplace.
- Superior oral and written communication skills; experienced and comfortable in making oral presentations to county officials, employees, and community organizations.
- Experience in negotiating, developing, administering, and executing public/private partnerships, development contracts, grants, and professional services.
- Outstanding leadership, interpersonal and communication skills while being open and approachable with strong analytical, written, and verbal presentation skills.
- Possess and display an attitude of respect for the Board, staff, and public with consistent dedication to encouraging an environment where creativity flourishes, results are provided, and accountability is at the forefront.



ESSENTIAL LEADERSHIP & MANAGEMENT SKILLS

- Be a person capable of engendering and earning the trust and respect of elected officials, staff, and citizens.
- Have a background of complete integrity and a high sense of professional and personal ethics; lead and motivate by example.
- Be able to build constructive working relationships and to work in partnership with elected officials who have responsibility for significant county programs and personnel.
- Be an excellent communicator; share information clearly, concisely, and in a timely manner with the Board, other elected officials, and staff.
- Be a good listener with the ability to hear resident concerns.
- Believe in, model, and promote a strong customer service orientation among county employees in dealing with citizens and as internal organizational service providers.
- Be committed to providing the Board of Commissioners with the best professional advice and recommendations that the Administrator and staff can research and develop.
- Be politically aware/politically savvy but not be involved in politics.
- Be a balanced leader and manager; be able to delegate work and hold people accountable without micromanaging; champion and exhibit participatory team management and consensus building.
- Be innovative and creative; be able to anticipate rather than react to problems, concerns, and opportunities.
- Have a commitment to regular training and career development for self and employees including ongoing coaching and development of staff toward attaining job satisfaction, high morale, and productivity.
- Be willing to commit to a reasonable tenure in service to Escambia County.

COMPENSATION, BENEFITS & HOW TO APPLY

The ideal candidate will possess the preferred criteria above with experience gained in an organization with a population and level of complexity comparable to or larger than Escambia County. The commissioners are seeking candidates who can work in an environment of both union and non-union employees and encourage a cohesive organization that works closely together. The county operates its own jail which poses challenges for the county in its operation as well as its expense to the county, and therefore, the candidates should have the ability to analyze costs associated with an operation of this size. Ideal candidates should have the ability and experience in developing a strategic plan for the county that can address its goals and objectives as well as its aging infrastructure.

The salary range for the position is \$173,000 to \$195,000 and is negotiable based upon qualifications and experience. Escambia County also offers an outstanding fringe benefit package. Interested candidates should apply online by **May 20, 2022**, with a cover letter, resume, and contact information for at least five (5) professional references to www.GovHRUSA.com and to the attention of:

Sarah McKee

Senior Vice President, GovHR USA,
630 Dundee Road, Suite 130,
Northbrook, IL 60062.
Tel: 847-380-3240, EXT 120.

Escambia County is committed to compliance with the American Disabilities Act and is an Equal Opportunity Employer. Diversity and inclusion are critical to its success. The county seeks to recruit the most talented people from a diverse candidate pool and strongly encourages women, people of color, individuals, people with disabilities, and veterans to apply.

The State of Florida has strong public record laws. All application materials are public record. Escambia County follows all applicable Florida Sunshine Laws.

