



POSITION ANNOUNCEMENT

City Administrator – Crest Hill, IL

CREST HILL, IL (20,837) Strategically located community with developable commercial land, beautiful open space and strong neighborhoods seeks candidates to serve as its next City Administrator. Located in Will County, approximately 40 miles southwest of Chicago, Crest Hill comprises nine (9) square miles and is located between the bustling I-80 corridor and Route 55 making it a prime location in which to live and work. Additional developable land is along Route 30, Route 53 and Weber Road corridors.

- Crest Hill is home to an expanding business park as well as Carillon Lakes, a highly desirable senior living community. Crest Hill is proactive in economic development efforts and looks forward to working with the next City Administrator to continue these efforts. Stateville Prison is also located in Crest Hill and is expanding.
- Crest Hill is a full-service, stand-alone community with a \$44 million budget and 64 full-time employees. The City provides the following municipal services: Police, Public Works, Wastewater Treatment (two facilities), Building, Community Development and Finance. Fire protection and emergency medical services are provided by Lockport Township Fire Protection District and Plainfield Township Fire Protection District. The City invests in its public facilities and opened a new 40,000 square foot City Center in 2023 that houses its Administrative offices and Police Department, as well as a Lake Michigan water supply line.
- The position is appointed by and reports to the Mayor and eight alderpersons. The previous City Administrator served the City for 18 months. The prior Administrator served for eight years, the last four years as City Administrator.
- Position requires four to six years of increasingly responsible management experience in a community or organization of comparable size and complexity. A bachelor's degree with a focus on public administration, business administration, planning or a related field is required. A Master's degree (MPA or MBA) or other advanced degree, is strongly desired. Residency is not required.

Successful candidates will have experience in economic development, fiscal administration and maintaining positive working relationships with elected officials, staff, other units of government, and the business community. Candidates must possess excellent interpersonal skills and demonstrate an approachable, welcoming style that builds trust easily with the community, elected officials and staff.

Salary: \$180,000-220,000+/- Depending on qualifications with excellent benefits. Interested candidates should apply by **March 17, 2025** with a cover letter, resume, and contact information for at least three (3) professional references to www.GovHRjobs.com (MGT will put in an active link here) to the attention of Ryan Cotton, Consultant, GovHR USA/MGT, at the above portal. The City of Crest Hill is an equal opportunity employer.