

# VILLAGE OF HOMEWOOD



## BOARD AGENDA MEMORANDUM

DATE OF MEETING: March 8, 2022

---

**To:** Village President and Board of Trustees

**From:** Napoleon Haney, Village Manager

**Topic:** Oath of Office – Justine Bruno – Assistant Village Manager

### PURPOSE

The Village of Homewood desired to fill the vacant Assistant Village Manager position and began recruitment in October 2021. This position plays a critical role in the success of municipal operations both from an internal and external perspective. Many pundits of the governmental sector believe this role serves a critical function in assisting the Village Manager with daily operations and helping accomplish the broader goals of the Board and the community. The Assistant Village Manager role requires a committed professional to exhibit passion, intelligence, creativity, patience, flexibility, leadership, and in some cases, levity.

### PROCESS

After a nationwide search and in-person interviews, the Village identified Ms. Justine Bruno as the candidate best-suited to serve as Homewood's next Assistant Village Manager. Justine completed a number of required pre-employment tests including a 6-hour psychological examination. Justine has a diverse background and the professional pedigree that makes her an excellent fit for the position. A summary of Justine's background education and experience is listed below:

- Graduated from Arizona State University (B.S. in Urban Planning)
- Graduated from Arizona State University (M.P.A. in Urban Management)
- Served Gilbert, Arizona as a Budget Analyst
- Served Loveland, Colorado as the Assistant to the City Manager

### OUTCOME

Justine's first day with the Village of Homewood was on Monday, February 7, 2022.

### FINANCIAL IMPACT

General Fund - Budgeted position

### LEGAL REVIEW

Not Required

## VILLAGE OF HOMEWOOD



### **RECOMMENDED BOARD ACTION**

Administer the oath of office to Ms. Justine Bruno for the position of Assistant Village Manager in the Village Manager's Office.

### **ATTACHMENT(S)**

Resume