

*Peckham & McKenney*  
*“All about fit”*



**PECKHAM**  
&  
**MCKENNEY**  
EXECUTIVE SEARCH

**City Manager**  
CITY OF ASPEN, COLORADO

## THE COMMUNITY

The City of Aspen is a premier, internationally-acclaimed resort community set high in Colorado's Rocky Mountains in the heart of the White River National Forest. With historic roots as a silver mining and ranching community, Aspen was transformed into a world-class ski, cultural and arts center in the 1940s, and has embodied the "Aspen Idea," which describes the importance and interrelationship of mind, body, and spirit.

Today, Aspen (3.87 sq. mi., elev. 7,908 ft.) is one of the most beautiful and prestigious small towns anywhere. Known for more than its world class skiing, Aspen has become a four-season destination for outdoor adventures along with a vibrant cultural and arts scene. Aspen has a distinctive small-town character with 6,700 year-round residents, thousands of second homeowners, and an infrastructure to support a city of eighty thousand. Aspen is an active, engaged community with diverse ideas and solutions. Citizens pride themselves on spirited debate, where it is common to see votes split

around 48% to 52%. Aspen's vibrant downtown offers a picturesque pedestrian mall, historic buildings, including the historic Wheeler Opera House and Hotel Jerome, upscale and unique shopping, dining venues and art galleries.

Surrounded by rugged mountain and wilderness areas, Aspen is located in the Roaring Fork Valley in the heart of Colorado and serves as the county seat of Pitkin County. The Roaring Fork Valley is home to Snowmass Village, Basalt, Carbondale, and Glenwood Springs, all served by the Roaring Fork Transportation Authority (RFTA), the largest rural transit system in the United States. Aspen is approximately 205 miles southwest of Denver and 130 miles east of Grand Junction. The Aspen/Pitkin County Airport serves the city, and Denver International Airport is about four hours away.

Recreational opportunities abound in Aspen's neighboring White River National Forest, one of the most visited national forests in the nation containing eight wilderness areas, including the nearby picturesque and famous Maroon Bells. Popular activities in and around the area

include: cross-country and downhill skiing, alpine touring, mountain and road biking, fishing, kayaking, rafting, paddle boarding, rock climbing, camping and hiking.

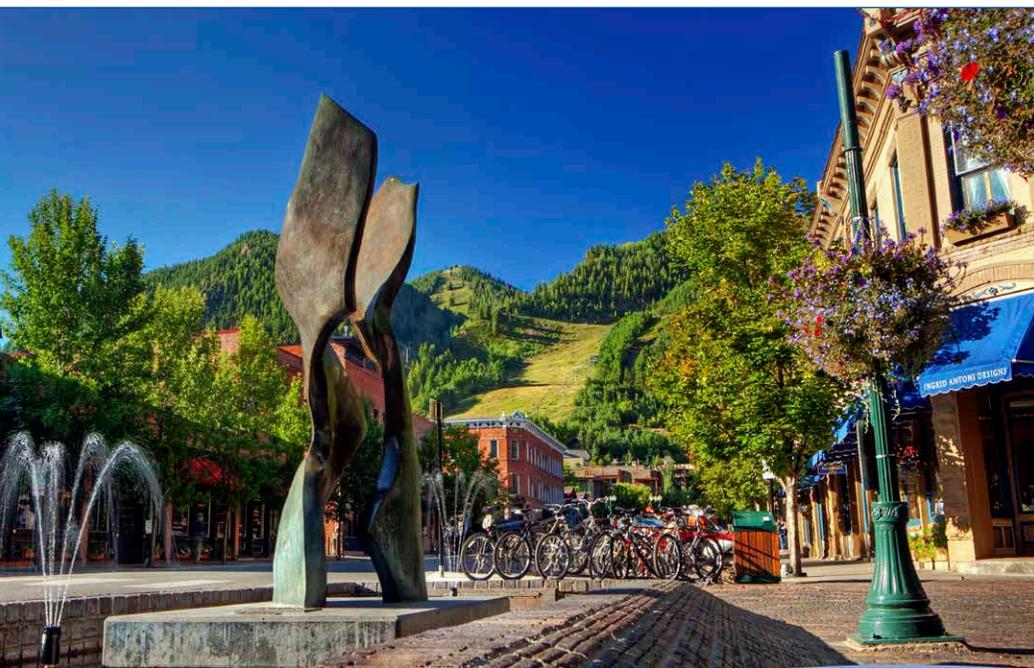
Summer draws classical music students and music lovers to the Aspen Music Festival and School, as well as tourists and thought leaders to the Aspen Institute's Aspen Ideas Festival.

Excellent public (Aspen School District, Colorado Mountain College), private, and charter schools serve the city. Major medical facilities include Aspen Valley Hospital and Valley View Hospital in Glenwood Springs.

## CITY ORGANIZATION

Aspen became a home rule municipality in 1972, and operates under a home rule charter and a council-manager form of government. Council members are elected for four-year staggered terms. The mayor, elected by the voters, serves two-year terms. The last City Manager served for 20 years. The City Manager oversees approximately 325 full time employees in 24 departments and an annual budget of around \$139 million. The city has a Moody's AAA General Obligation (GO) bond rating.

The City of Aspen is a dynamic organization with a progressive focus. Priorities and challenges include affordable housing, communications and public outreach, mobility transformation, environmental stewardship and sustainability, managed growth, historic preservation, quality of life, regional collaboration, water storage and rights, and the new city office project (\$48.1 million, opening in 2021), among others.



# Peckham & McKenney

## "All about fit"

### CITY MANAGER POSITION

This candidate profile was developed collaboratively by the current Mayor and City Council, the Mayor-elect and Councilmembers-elect, department heads, and Aspen employees, with input from the residents of Aspen.



five years of executive or senior management experience (preferably as a City Manager or as an Assistant/Deputy City Manager or similar position) are required. Municipal management experience and a master's degree in public administration or business administration are preferred, and experience working in resort communities is desired. Any combination of experience and education that would likely provide the required abilities, knowledge and skills as determined by the City of Aspen may be substituted for the requirements.

### THE IDEAL CANDIDATE

The new City Manager will be an experienced, municipal leader who understands the delicate resort and community balance that makes Aspen unique and challenging. The ideal candidate will value community input and embrace the challenges that come from living in an incomparably beautiful and spirited resort town.

The City Manager is a public servant, a collaborative problem solver, skilled listener and a champion of a transparent and customer service-oriented government. The ideal candidate will be equipped to embrace Aspen's diverse and progressive community fabric. The City Manager will foster civility and exhibit professionalism in the community and throughout the organization.

The City Manager will need political wisdom, robust analytical skills, a resilient nature, and the ability to manage complex and stressful

situations. The ideal candidate will be diplomatic and a strong communicator.

The City Manager will be expected to have immediate impact on the organization and take a fresh look at all aspects of government, its structure, workforce organization, and all processes, with an eye toward modernization, improvement, and exemplary customer service. Experience in organizational analysis, strategic planning, and implementation is essential. The successful candidate will bring strong strategic skills to help focus the organization around a well-defined mission, vision, and values.

The next City Manager will help Council refine, clarify, and prioritize goals. The City Manager will understand the big picture and be able to explain complex concepts in a way that's easy to understand.

The ideal candidate possesses strong leadership, management and teambuilding skills, uncompromising integrity and ethics, and the ability to motivate, coach, mentor, empower and inspire City employees. Fostering



The City Manager is the chief administrative officer of the City and serves at the pleasure of the City Council. The City Manager is responsible for ensuring implementation of Council's priorities and provides thoughtful and effective management of the City's daily operations.

The City Manager must understand the needs of the year round and seasonal resident. The City Manager must also effectively interact with the lodging, commercial, public, institutional, and nonprofit sectors and work collaboratively with the Aspen Chamber Resort Association, Aspen Institute, Aspen Skiing Company, Pitkin County, and all other stakeholders.

A four-year college degree with major course work in public administration, management, or business administration, and seven years of progressively responsible government experience, including

a culture of innovation, calculated risk taking, and collaboration is essential. The City Manager must be a strategic and tactical thinker, with considerable experience in finance and developing and managing budgets. The budget must align with community expectations and Council's policy priorities and organizational values.

The next City Manager is calm under pressure, passionate, approachable, and even keeled. The successful applicant will emphasize diversity, equity, and inclusion throughout the organization.

## THE COMPENSATION:

The hiring range for this position is \$180,000 to \$214,000, dependent upon experience and qualifications. In addition, the following benefits are provided: medical, dental, and vision plans, health savings account or health reimbursement arrangement; flexible spending accounts; cafeteria option (up to \$800 annually); goals and outcomes bonus (up to \$1,650); homeowners assistance loan program; wellness program (up to \$300 annually); basic life, AD&D, and mid-term and long-term disability insurances (paid

100%); supplemental life and AD&D insurances (available); employer retirement contribution of up to 8% into the ICMA-RC 401(a) plan, 457(b) deferred compensation plan (optional); 22 PTO days, five ESL (extended sick leave) days, and eight holidays; up to eight EAP visits annually; tuition reimbursement program, Aspen Recreation Center Pass, and other discounted programs. Housing allowance and relocation assistance are subject to negotiation.

The City of Aspen is an equal opportunity employer.



## SEARCH SCHEDULE

Filing Deadline:.....July 8, 2019

Preliminary Interviews:.....July 16-22, 2019

Recommendation of Candidates:.....July 30, 2019

Finalist Interview Process: ..... August 8-9, 2019

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.



## THE RECRUITMENT PROCESS

To apply for this exciting career opportunity, please send your cover letter and resume electronically to:

Peckham & McKenney  
[apply@peckhamandmckenney.com](mailto:apply@peckhamandmckenney.com)

Please do not hesitate to contact Andrew Gorgey toll-free at (866) 912-1919, if you have any questions regarding this position or the recruitment process.

**PECKHAM**  
&  
**MCKENNEY**  
EXECUTIVE SEARCH  
[www.peckhamandmckenney.com](http://www.peckhamandmckenney.com)