

**APPLICATION PROCESS
CITY MANAGER
CITY OF VERGENNES**

The City of Vergennes, Vermont (population 2,500) provides a talented city management professional the opportunity to lead the day-to-day operation of Vermont's oldest city. Close to the shores of Lake Champlain and an easy drive to the college towns of Burlington and Middlebury, Vergennes is a thriving community situated in the heart of the Champlain Valley operating under a City Charter with a Council-Manager form of government. The City Council is comprised of a Mayor and six Council members who appoint and supervise a City Manager to manage operations.

If you are interested in applying for this position, we encourage you to answer a few simple questions to determine whether you meet the basic requirements for success.

- *Do you have a Bachelor's degree from a four-year accredited institution?*
- *Do you have five to ten years' progressively responsible municipal management experience?*
- *Do you have strong computer, Internet, and business software skills?*
- *Are you willing to undergo a formal background check?*
- *Can you interact with people on an up-beat and friendly basis, regardless of circumstances?*
- *Do you consider yourself to be trustworthy, ethical and professional above reproach?*
- *Are you willing to reside in the ANWSD within 180 days of hire?*
- *Do you have prior experience working with State and federal programs?*
- *Do you have knowledge of the organization and function of elected City Council?*
- *Do you have a working knowledge of zoning administration?*

To review the formal job posting for this position, please click [here](#)

If you feel you are qualified based upon your answers to these questions, please submit your resume with cover letter to: vergennescitycouncil@vergenne.org