



S. RENÉE NARLOCH
& ASSOCIATES
PROFESSIONAL EXECUTIVE RECRUITMENT



YORK COUNTY, SC
INVITES YOUR INTEREST IN THE POSITION OF
COUNTY MANAGER

THE COMMUNITY

York County is located in the beautiful Piedmont region of South Carolina. Less than a 30-minute drive from Charlotte, NC, York County is home to nearly 295,000 residents and is one of the fastest-growing counties in South Carolina and in the nation.

Encompassing an area of approximately 682 square miles, the County has a diverse landscape, including rural areas, charming towns, a rapidly growing progressive urban region, luxurious lakefront neighborhoods, and family-friendly communities. The County has nine municipalities, including the County seat of York and the County's largest city, Rock Hill.

Part of the Charlotte metropolitan area, York County possesses all the ingredients necessary for economic growth and success. The County has a robust and sustainable economy and a reputation for being business-friendly. It has a well-trained workforce, affordable taxes, excellent healthcare, and easy access to the Charlotte/Douglas International Airport, which makes it extremely attractive to new and expanding businesses.

The County boasts of an exceptional quality of life, including high-performing schools, low crime rates, quality neighborhoods, and low cost of living, as well as various cultural, entertainment, and recreational opportunities. The County's big-city amenities, along with its warm, hospitable environment, make it a location of choice for residents, visitors, and businesses.

York County's business landscape is diverse and rapidly changing. The County is home to several Fortune 500 companies, as well as expanding manufacturing, distribution, and office developments. Large manufacturers such as the Schaeffler Group USA, Shutterfly, Cummins-Meritor and companies such as Wells Fargo LPL Financial, Ross Stores, U.S. Foods, and Stanley Black & Decker have established offices and distribution centers in York County. In the last five years, the County has consistently averaged 800 new jobs and more than \$480 million in new and expanding capital investment yearly.

York County offers a variety of educational opportunities. Its award-winning public school systems are ranked among the best in the state. There are also 18 private schools that are highly ranked and affordable. Higher educational opportunities are widely available in the region. Winthrop University, located in Rock Hill, has 6,000 students and offers undergraduate, graduate, and continuing education programs. York County Technical College has more than 90 programs and offers two-year transfer programs, along



with certificate and degree programs in engineering, business, and health services.

The County has many arts and cultural events, festivals, and museums. For the adventurers and outdoor enthusiasts, the County features everything from one of the largest amusement parks in the southeast, Carowinds, to renowned greenways and hiking trail systems. Other significant parks and recreation facilities include Rock Hill Outdoor Center, Manchester Meadows, Rock Hill Aquatic Center, Cherry Park, and the Anne Close Springs Greenway, a 2,100-acre nature preserve in Fort Mill, which offers outdoor opportunities for all ages. In recent years, the County purchased 1,900 acres for a similar type of project, which has 6.25 miles of riverfront along the Catawba River.

THE ORGANIZATION

York County has a Council-Manager form of government. The Council is comprised of seven members elected to four-year terms from single-member districts. Terms are staggered to have three, and then four council members elected every two years.

The Council's responsibilities include adopting the budget, setting the property tax rate, and determining the goals and objectives to provide efficient services to citizens. The Council appoints the County Manager, County Attorney, County Clerk, County Auditor, and Treasurer.

The Council has several areas of focus, including:

- Growth Management—A comprehensive growth management plan is in place to manage future growth in a way that improves the quality of life in the County.
- Communications—It is important for the Council to share the County's vision and goals with stakeholders.
- Fire Services—The Council is committed to ensuring adequate fire services are provided throughout the County to protect citizens and properties cost-effectively.

The County provides services to an expanding population through several county departments, including Auditor/Internal Auditor, Economic Development, Emergency Management, Engineering, Finance, Fire Safety, Human Resources, Information Technology, Parks, Planning & Development, Procurement, Public Safety Communications, Public Information Officer, Public Works, Tax Assessor, and Treasurer.

The County has approximately 1,337 employees and an FY2023 total budget of \$459.1 million, which includes a general fund of \$148.1 million. The County is financially stable and has a AAA bond rating.

THE POSITION

The County Manager is appointed by and reports to the County Council and serves as the County's chief administrative officer. The County Manager ensures that County government activities, operations, programs, and services effectively serve the needs of County residents and other stakeholders while complying with applicable laws and regulations. The County Manager is responsible for policy implementation, ensuring the development and execution of the County's strategic plan and annual budget, and the appointment and direction of the senior leadership team and department directors.

The County Manager's Office includes an Assistant County Manager, an Assistant County Manager/Treasurer/CFO, and a Director of Special Projects.

Duties and responsibilities of the County Manager include:

- Plans, organizes, controls, integrates, and evaluates the work of all County departments to ensure that operations and services comply with the policies and direction set by the County Council and with all applicable laws and regulations; with the County's senior leadership team, develops and recommends adoption of the annual budget and other business, infrastructure and resource plans; directs the development of the capital improvement plan budget for approval by the Council; monitors the implementation of adopted budgets.
- Plans and evaluates senior leadership staff performance; establishes performance requirements and personal development targets; regularly monitors performance and provides coaching for performance improvement and development; provides rewards to recognize performance; takes disciplinary action, up to and including termination, to address performance deficiencies, in accordance with the County's personnel rules and policies.
- Provides leadership and works with the senior leadership team to develop and retain highly competent, public-service-oriented staff through selection, compensation, training, and day-to-day management practices that support the County's mission, operating plans, and objectives.
- Assesses community and citizen needs and ensures objectives and priorities are focused on meeting those needs effectively, efficiently, and with high-quality services; directs development and implementation of initiatives for service quality improvement; provides day-to-day leadership and works with the County's senior leadership team to ensure a high-performance, service-oriented work environment consistent with sound management principles.
- Works closely with the County Council, a variety of public, private, and community organizations, and citizen groups in developing and implementing programs to achieve County priorities and solve community problems; directs and coordinates preparation of analyses and recommendations on public policy issues and on long-range plans for County services; develops and coordinates proposals for action on current and future County needs; represents the County and works closely with



appointed boards, committees, and public and private officials to achieve planned action and results.

- Develops Council meeting agenda with Council Chair; attends and participates in all County Council meetings.
- Interprets County Council instructions and requests; makes interpretations of County ordinances, codes, and applicable laws and regulations to ensure compliance.
- Directs and oversees the preparation of a wide variety of reports and presentations for the County Council, citizen committees, and outside agencies; oversees the preparation of press releases and materials for dissemination to the media and the public; maintains effective relationships with the media.
- Directs and oversees the creation and maintenance of comprehensive, effective human resource management programs, policies, and systems consistent with the County Council's guidance; directs and monitors the County's labor relations programs and initiatives; directs the improvement of management systems, processes, and measurement techniques to improve County operations and effectiveness.
- Participates in regional, state, and national meetings and conferences to stay abreast of trends and technology related to municipal programs and operations.
- Participates in professional and community organizations on behalf of the County and as part of the County's public affairs program; maintains good working relationships with key community constituencies.
- Provides personal leadership for projects and programs that are highly sensitive, political, or controversial.
- Performs related work as assigned.

Current issues facing the County include a variety of growth management challenges. York County is one of the fastest-growing counties in the nation and is expected to grow significantly over the next ten years. The County is committed to quality growth and is working through many complex issues such as

transportation, infrastructure, and amenities. The County utilizes strategic small-area plans to effectively manage growth while preserving the County's exceptional quality of life.

York County has several fire departments serving its unincorporated areas, some of which are volunteer or some combination of volunteer and career staff. As growth continues, the organizational structure and oversight for these departments must continually be assessed and managed to ensure adequate services to all County residents efficiently and cost-effectively.

The County Manager will be tasked with establishing long-range plans and programs, identifying funding resources, and allocating funds for and implementing long-range capital improvements, major construction projects, major equipment, and new technology systems that support the goals and objectives of the organization.

THE IDEAL CANDIDATE

The selected candidate will be a strong leader with a collaborative management style who is team-oriented, motivates and mentors staff, and promotes an organizational culture of accountability, excellence, and customer service. The ideal candidate will be professional, approachable, and able to build trust with a variety of stakeholders. A business-minded leader who is innovative, strategic, solutions-oriented, and committed to public service is desired. A visionary who, at the direction of the Council, can guide the organization toward a clear and compelling vision and give employees a sense of direction is essential.

The County Manager must be transparent, articulate, and have exceptional interpersonal and communication skills. Effectively communicating with the Council, staff, community groups and partners, and other government and regulatory agencies to build and maintain the County's excellent relationships.

The County Manager is expected to exhibit good stewardship of the County's resources and proactively position the County for continued quality growth and sustainability. The ideal candidate can identify underutilized resources, maintain and expand services and facilities required to accommodate growth, and ensure continued service improvement processes.

The selected candidate will be polite, diplomatic, apolitical, and able to work effectively with the Council, Constitutional Officers, and other governmental officials, as well as many external agencies and partners. Must be confident and comfortable providing sound, well-thought-out options and recommendations to the Council.



The County Manager will demonstrate an understanding of and embrace the value of organizational diversity and a balanced strategy for minority inclusion.

The successful candidate will have considerable knowledge of and experience in growth management, community relations, economic development, capital improvements, budget management, strategic planning, performance measurements, project management, human resources, and labor relations.

Requirements include a bachelor's degree in Public Administration, Business Administration, or a closely related field; a master's is preferred. Candidates must have at least ten (10) years of progressively responsible experience in the management and administration of a municipal government or an equivalent combination of experience, education, and training that provides the desired knowledge, skills, and abilities. Experience with an organization that has experienced substantial fast-paced growth is preferred.

COMPENSATION

The starting salary is open, depending upon qualifications. York County offers an attractive benefits package.

TO APPLY

If interested in this outstanding opportunity, please visit our website at www.srnsearch.com and apply online. The position is open until filled; the first review of resumes will begin on December 18, 2023. Resumes will be screened according to the qualifications outlined above. Screening interviews with the most qualified applicants will be conducted by S. Renée Narloch & Associates to determine a select group of finalist candidates who will be asked to provide references. References will be contacted only following candidate consent. Final interviews will be held with the County Council. Candidates will be advised of the recruitment status following the selection of the County Manager. *York County is an Equal Opportunity Employer.*

Questions regarding this recruitment may be directed to:

S. Renée Narloch, President or
Elliott Pervinich, Vice President

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