



# THE COUNTY OF RAMSEY, MINNESOTA IS SEEKING AN INTENTIONAL, STRATEGIC LEADER TO BE

## COUNTY MANAGER

### THE COMMUNITY

Located in the heart of the Twin Cities metropolitan area, Ramsey County is home for more than 525,000 Minnesotans – about 10 percent of the state’s population. One of seven counties that comprise the Saint Paul- Minneapolis metropolitan area, Ramsey County covers approximately 170 square miles, making it the smallest county geographically. Ramsey is the second most populous and only fully urbanized county in the state.

Ramsey County communities – including the capitol city of Saint Paul which is also the county seat – are nationally known as attractive, livable places rich in history, diversity and opportunity. The county enjoys a vibrant local economy with major businesses including the 3M Company, Medtronic, Ecolab, Land O' Lakes and St. Jude Medical. The State of Minnesota and the University of Minnesota are the largest public employers in the county.

Ramsey County offers residents and visitors numerous opportunities for education, cultural events, and spectator sports as well as a county parks and recreation system, totaling more than 6,500 acres, providing year-round recreational opportunities to explore the outdoors and stay active.





## THE ORGANIZATION

Ramsey County was organized in 1849 and became the first Minnesota county to adopt a Home Rule Charter in 1992. It is governed by a seven-member Board of Commissioners who are elected by geographic districts and serve overlapping four-year terms of office. The board establishes county policies, provides oversight of the county's budget and operations, and appoints the County Manager.

Other elected officials include the sheriff who serves as the county's chief law enforcement officer and the county attorney who serves as the county's chief legal officer. Both positions are elected to four-year terms.

The county provides a wide range of services to residents, businesses and visitors including public safety, parks and recreation, public works, health services, human services, elections, recycling, vital records, and tax assessment and collection.

The county also operates a nursing home, a home for developmentally disabled residents, and a sports complex .

Ramsey County has more than 4,000 employees and a biennial budget of \$713,986,394 in 2018 and \$736,311,950 in 2019. The Popular Annual Financial Report is available at [ramseycounty.us/PAFR](https://ramseycounty.us/PAFR).

## Strategic Framework

Ramsey County's strategic framework, described in the [Strategic Plan](#), provides the overall direction for county operations. The County Board is strongly committed to executing the plan and promoting a Residents First approach to fulfill the county's mission.

The County Manager leads four overarching goals, that cut across all areas of the organization:

- **Strengthen individual, family and community health, safety and well-being** through effective safety-net services, innovative programming, prevention and early intervention, and environmental stewardship.
- **Cultivate economic prosperity and invest in neighborhoods with concentrated financial poverty** through proactive leadership and inclusive initiatives that engage all communities in decisions about our future.
- **Enhance access to opportunity and mobility for all residents and businesses** through connections to education, employment and economic development throughout our region.
- **Model fiscal accountability, transparency and strategic investments** through professional operations and financial management.

Addressing these priorities requires a comprehensive service approach and organization-wide collaboration to tackle challenges with innovative solutions and to ensure implementation through to successful outcomes.

### Ramsey County Vision

A vibrant community where all are valued and thrive.



PROSPERITY



OPPORTUNITY

### Mission

A county of excellence working with you to enhance our quality of life.



ACCOUNTABILITY



WELL-BEING

## DESIRED CAPABILITIES

- Transformative leader; challenges the status quo and takes the county to the next level.
- Owns the strategic plan and escalates the pace of plan execution.
- Ensures transparency, authentic participation and open engagement.
- Supports change that is systematic and sustainable; achieves employee buy-in.
- Inspires and empowers staff; builds an organizational culture that drives towards purpose and goals with creativity and innovation at all levels.
- Demonstrates cultural competency; examines all issues through an equity lens.
- Ensures inclusive employment in all departments and at all levels of the organization.
- Provides information, professional advice and guidance to the County Board; frames issues to support policy deliberations.
- Proactive, intentional and strategic; identifies options not on the table.
- Upholds the County's fiscal integrity.
- Values citizens and government responsiveness; does not lose sight of serving people.
- Has trust in and delegates to the leadership team.
- Manages collaboratively but with the professional courage to make tough decisions.
- Astute understanding of organizational development and change management.
- Exceptional communication skills and media savvy.
- Experienced in government relations.

## The Position

The County Manager serves as the County's chief administrative officer, responsible to the County Board for carrying out policies and ensuring the efficient and effective delivery of services to Ramsey County's residents, businesses and visitors. The County Manager participates with the Board in the creation of the vision and strategic plan and provides direction to [County Service Teams](#) and departments to implement policies and directives. The position also assists the County Board in developing policies, programs, and plans for improved management of the county. The County Manager appoints, reviews, transfers, suspends, or removes all appointive department directors, and County Manager's appointive staff, and authorizes Deputy County Managers and department directors to appoint, review, transfer, suspend or remove subordinates in their departments, offices or agencies.

Examples of work performed include:

- Promote a diverse, culturally competent, inclusive, and respectful workforce that reflects the demographics of the community.
- Provide direction to County leadership and staff and provide oversight in the planning, development, management, coordination, delivery and evaluation of overall administration of county affairs.
- Identify and seize opportunities to transform the county and achieve outcomes aligned with the County Board's vision, mission and goals.
- Lead staff and build a culture that supports innovation, measured risk taking, and excellence.
- Prepare and present the annual budget to the County Board and manage and administer the budget throughout the year.
- Promote a respectful workplace that values inclusiveness and excellence.
- Identify problems, needs and opportunities for the County and develop appropriate short and long-range program planning and development efforts.
- Represent the County in intergovernmental relationships and collaborations at local, state, regional, and federal levels.
- Maintain effective working relationships with intergovernmental partners, the business community and other agencies that work together with Ramsey County.



## COMPENSATION AND BENEFITS

Salary range is \$146,091 - \$217,191, depending on qualifications and experience; subject to the Minnesota statutory salary cap (salary cap waiver request pending). Excellent benefits package available. Relocation negotiable.

## APPLICATION AND SELECTION PROCESS

Qualified candidates please submit your cover letter and resume online by visiting our website at <https://springsted-waters.recruitmenthome.com/postings/1956>. This position is open until filled; first review of resumes occurs on May 14.

Following this date, applications will be screened against criteria outlined in this brochure. On-site interviews will be offered to candidates named as finalists, with reference checks, background records checks, including credit history, and academic and employment verifications conducted after receiving candidates' consent. For more information, please contact Sharon Klumpp at [sklumpp@springsted.com](mailto:sklumpp@springsted.com) or by calling 651.223.3053 (office) or 651.270.6856 (mobile).

Visit <https://www.ramseycounty.us/> for more information about Ramsey County.

**Ramsey County is an Equal Opportunity Employer.**

## EDUCATION AND EXPERIENCE

Candidates must have a Bachelor's degree in public administration, business administration, human services or a related field and extensive senior level management experience, preferably in an urban county or city, or comparable experience in a government agency, private corporation, or large, multi-faceted non-profit organization. Qualified candidates must demonstrate significant, independent initiative and well-developed executive leadership and management skills. Advanced degree is preferred.



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