

# COUNTY ADMINISTRATOR RECRUITMENT PROFILE



**ESCAMBIA**  
C O U N T Y, F L O R I D A



## Escambia County, FL

(Population: 299,114)

### About Escambia County

Nicknamed “The Western Gate to the Sunshine State,” Escambia County is the most northwestern county in the State of Florida. The County was established by ordinance as a non-charter government on July 21, 1821 by the Provisional Governor Andrew Jackson. Escambia County covers a total area of approximately 875 square miles, of which just over 662 square miles is land and approximately 213 square miles is water.

While northwest Florida has not experienced the rapid growth evident in the south and central areas of the state, Escambia County has grown significantly in the past three decades, increasing its population by almost 100,000 residents from just over 205,000 in 1970 to almost 300,000 in 2011. There are two incorporated municipalities in Escambia County, the City of Pensacola and the Town of Century.

Picture perfect white sand beaches and clear Gulf waters draw millions of vacationers to Escambia County each year, but what’s it like to live in the “western gate to the Sunshine State?” From beaches, bays and bayous to zoos and zip-line tours, a truly special place is formed when American ingenuity is paired with a dash of southern hospitality and the laid-back attitude of a coastal community. Marked by a high standard of living at a competitive cost, this extraordinary locale is Escambia County, Florida.

Escambia County is known for its rich cultural, historical and natural offerings. A temperate climate adds to the area’s appeal with year-round access for the avid outdoor enthusiast. It’s easy to find world-class golf and tennis facilities, as well as a well-developed park system offering miles of trails for hiking and biking. With calm seas and an active commitment to its marine ecosystems, Escambia County is a mecca for water sports with unsurpassed access to snorkeling, scuba diving, sailing and deep sea fishing. We’re home to the largest artificial reef in the world – the Oriskany, an 888-foot retired aircraft carrier that now provides a stage for viewing whale sharks, amberjacks and reef fish.

In the outlying areas of Escambia County, life moves along at an unhurried pace, perhaps influenced by our location in the Central Time Zone. Genteel culture still prevails with “yes, ma’am” and “no, sir” familiar refrains. Live oak and magnolia trees thrive among picturesque rural communities surrounded by low hills, crystalline streams and pine forests; and early morning fog rolls across fields of peanuts, corn and cotton.

The region exudes a sunny, relaxed charm that is never short on excitement. Restaurants are excellent and numerous. Shopping options are varied and eclectic. You can start your day dining al fresco, spend the morning splashing in the Gulf of Mexico and the afternoon exploring historic sites



or experiencing the heart-pounding thrill of a 360-degree full-motion flight simulator at the National Museum of Naval Aviation. Cap off the night with a performance at the Saenger, an extensively renovated Spanish baroque-rococo theater founded in 1925. For a more modern twist, the 12,000-seat Pensacola Civic Center hosts a variety of entertainment options ranging from sporting events to internationally renowned musical acts.

While our County seat of Pensacola is the only city in Florida's Gulf Coast to boast the cultural "big five:" a ballet, opera, symphony, theater and accredited museum of arts, we're far from buttoned up. In fact, Escambians love a good party. From Mardi Gras to festivals reflecting our diverse heritage, we celebrate the arts, regional culinary delights, homegrown songwriters and even an annual competitive fish toss across the state line with neighboring Alabama.

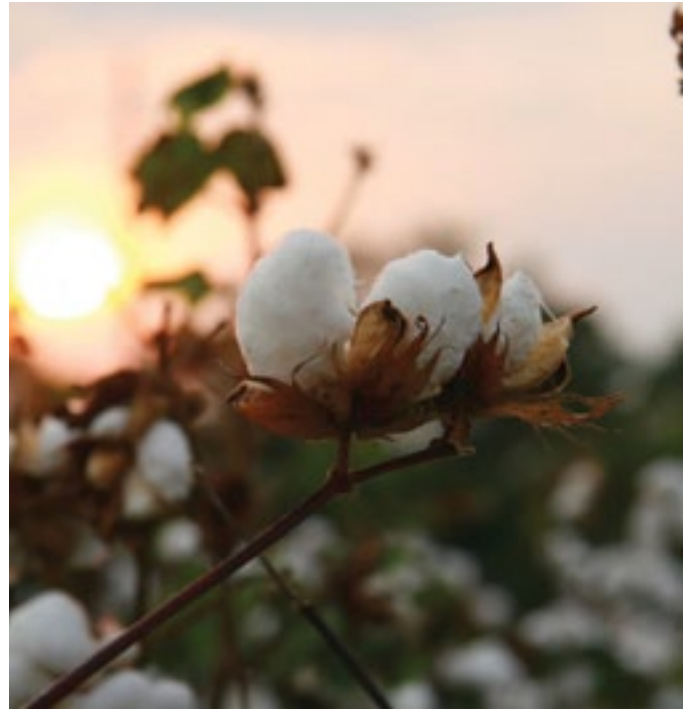
Every Tuesday and Wednesday from March through November, residents and visitors can enjoy the thrills of watching the Blue Angels (officially known as the U.S. Navy Flight Demonstration Squadron) perform aerial stunts at 700 mph as they practice from their home base, Naval Air Station Pensacola.

Sports fans can come out and root for one of the town's two home teams. The Pensacola Blue Wahoos, a Double-A affiliate of Major League Baseball's Cincinnati Reds, play ball in the waterfront \$40 million, 5,000-seat Community Maritime Park and entertainment complex, while the Southern Professional Hockey League's Pensacola Ice Flyers skate at the County-owned Pensacola Civic Center.

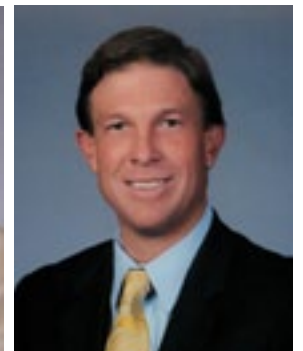
Escambia and its neighboring counties offer homebuyers a wide range of lifestyle choices, from urban chic to rural peace. Whether you're interested in a waterfront retreat, a sleek condominium with a view, a historic charmer in town or a rustic farm in the country, you'll find it in Escambia County.

## County Government

Escambia County is committed to providing high levels of service to its residents, at the lowest possible cost, in order to minimize taxpayer burden. The Board of County Commissioners (BOCC) is responsible for adopting an annual budget for all of the Board Departments and for most functions of the Con-



## ESCAMBIA COUNTY BOARD OF COUNTY COMMISSIONERS



From left to right: District 1 Commissioner Wilson Robertson, District 2 Commissioner Gene Valentino, District 3 Commissioner Lumon May, District 4 Commissioner Grover Robinson IV and District 5 Commissioner Steven Barry.

stitutional Officers. The Board’s annual budget process determines the amount of taxes and other revenues that must be raised in order to pay for the services and programs provided to the residents, citizens and visitors of Escambia County. The annual budget serves as the foundation for Escambia County’s financial planning and control.

In compliance with Florida state statutes, the County’s legislative and policy-making powers are vested with the five-member BOCC. Its members are elected by district to four-year overlapping terms. The Chairman presides over the Board and is elected by its members annually. Separate powers for operation of specific functions of County government are vested by the Florida Constitution in the five independent Constitutional Officers: Clerk & Comptroller, Property Appraiser, Sheriff, Supervisor of Election and Tax Collector. These independent officials are elected county-wide as public trustees with direct responsibility to every citizen for delivery of services in a manner defined by Florida Law.

The BOCC’s responsibilities include: passing ordinances and resolutions, creating and adopting the annual budget, levying a property tax on real and personal property, appointing boards and committees and hiring the County Administrator and County Attorney. The Clerk & Comptroller serves as the Chief Financial Officer for the Board of County Commis-

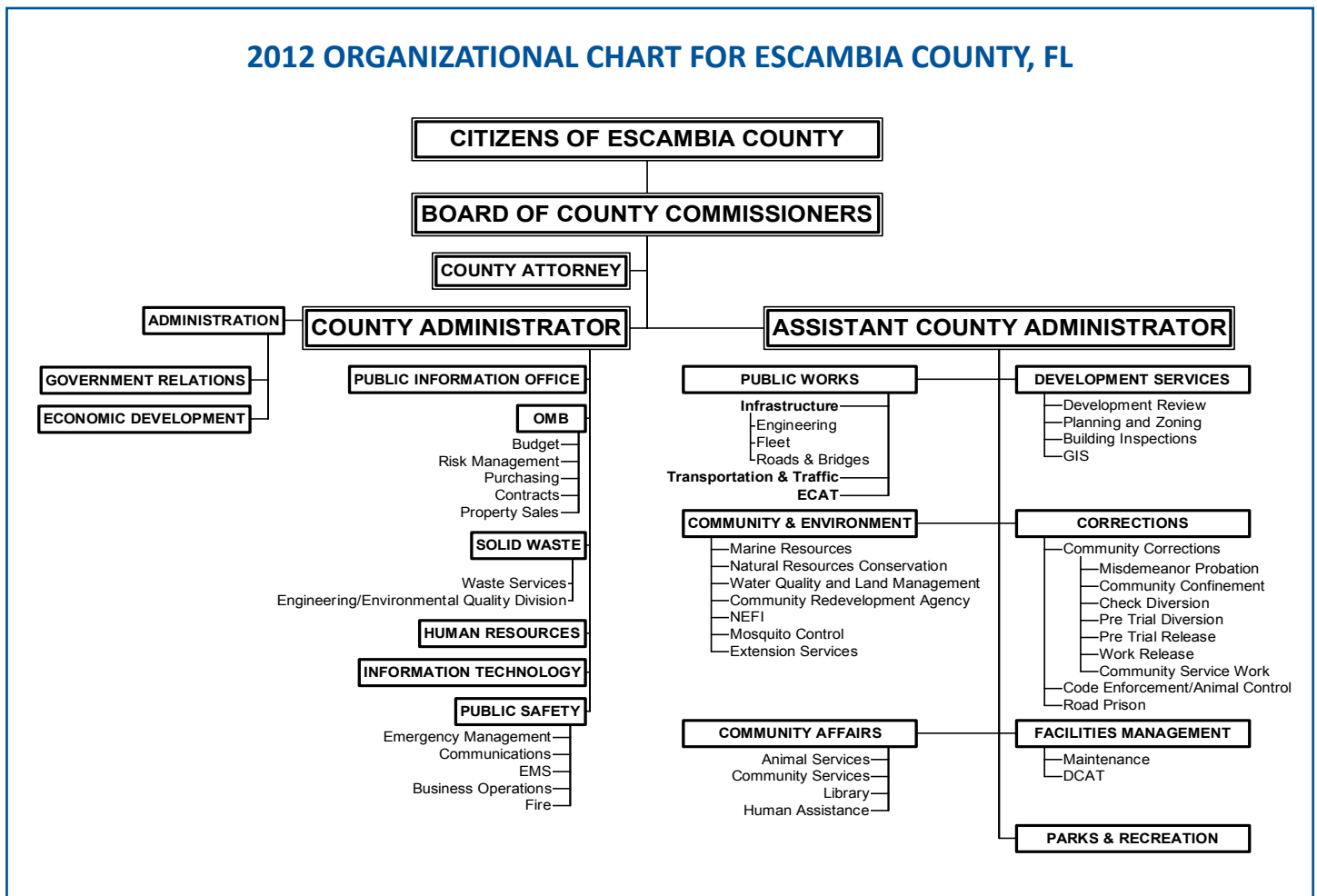
sioners, acting as Accountant, Auditor, Recorder, the Custodian of all County funds and Ex-officio Clerk to the Board.

Except for the County Attorney, the County Administrator appoints and over-see all non-elected County employees. Functional responsibilities include Public Information and Communications, Budget, Facilities Management, Human Resources, Parks and Recreation, Public Safety, Roads, Community Corrections, Community Affairs, Extension Services, Fire-Recue, Purchasing, Building Inspections, Engineering, Information Resources, Community and Environmental Services, Planning and Zoning, Environmental Enforcement and GIS.

The County has 2,445 employees, of these about 1,000 employees fall under the County Administrator’s leadership. The County’s total budget for FY 2012/2013 is more than \$371 million of which \$175 million comprises the General Fund.

Escambia County provide a full range of services, including the construction and maintenance of highways, streets, and other infrastructure, as well as law enforcement, fire protection, emergency management, health and social services, emergency medical services, landfill operation, mass transportation services and parks and recreational programs.

## 2012 ORGANIZATIONAL CHART FOR ESCAMBIA COUNTY, FL



## Job Requirements

### Experience, Knowledge and Education:

Ideally, Escambia County's next County Administrator will have the equivalent of a Master's degree in Public Administration combined with sufficient chief executive or deputy chief executive local government experience gained in a jurisdiction with a population and level of complexity comparable to Escambia County.

Particular interest will be paid to knowledge in the following areas:

- Economic Development
- Finance
- Budget preparation and administration
- Organizational analysis
- Revenue enhancement
- Construction, rehabilitation and financing of roads and other infrastructure
- Environmental issues

The ideal candidate will also have experience in:

- A location with a dominant urban/rural mix
- A community facing revenue demands increasing at a faster rate than funding sources,
- Managing a complex governmental organization in Florida.

### Desired Management Style, Abilities and Personal Traits

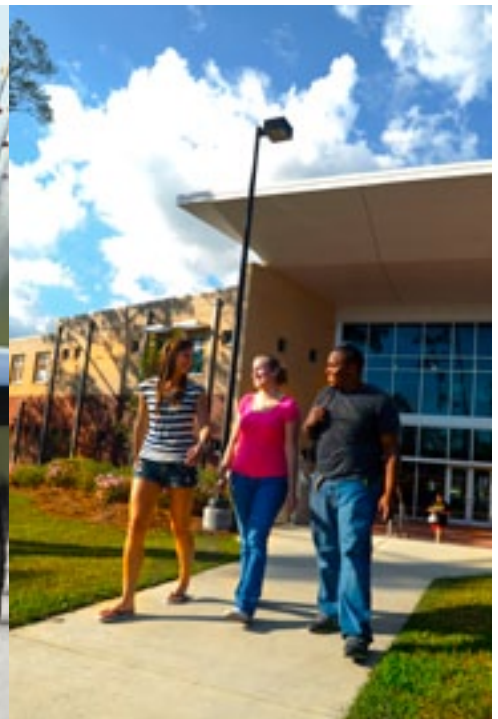
The ideal candidate should be someone who is capable of being viewed by the Escambia Board of County Commissioners as: A trusted partner who is expected to generate policy options and make recommendations. He or she will partici-

pate in BOCC policy direction fully and enthusiastically after decisions are made.

- A person with a solid understanding and respect for the form of government, and the difference between administering policy and establishing policy.
- An apolitical person who avoids any political alignment; not a vote counter nor a "yes" person.
- Able to provide each Commissioner with complete and timely information, keep each member equally informed, have no hidden agendas and prevent avoidable surprises.
- A candid and forthcoming employee and, when circumstances require, able to make strong and even unpopular positions.

In dealing with staff and employees, ideal candidate:

- Should establish a strategic management plan and set high performance standards and be in maximizing staff potential.
- Should understand and utilize performance measurements and best practices.
- Should be skillful in staff selection, development, empowerment, morale building, performance assessment and succession planning.
- Should treat all employees evenhandedly, fairly and consistently and provide them with effective feedback and support.
- Must effectively delegate responsibility and authority and then hold employees accountable to meet established goals and performance standards.



From left to right: Gallery Night on Palafox Street, the Blue Angels, students at University of West Florida



- Should get out of his/her office and be accessible to employees.
- Should have a strong personal commitment to the County and ensure that all employees share this commitment, i.e. the public should be treated professionally and with a helpful and respectful attitude by all County employees.
- Should be visionary and proactive manager who motivates staff to develop and implement creative ideas and programs.

In working with the community, the ideal candidate:

- Is expected to be visible in the community on behalf of the BOCC and communicate with the public in a manner that generates respect and understanding for the BOCC, the government and its projects.
- Is expected to listen to the community and be responsive and sensitive to community needs.
- Should build and maintain cooperative working relationships with Escambia County's cities.
- Must be aware of political implications and careful to serve as a policy implementer rather than a policy maker.

### **Overall Personality Traits and Miscellaneous Skills**

The ideal candidate:

- Must be a person of impeccable personal and professional honesty and integrity.
- Must be visionary and creative and not wedded to the status quo.

- Must treat all people with dignity and respect without regard to race, color, creed, sex, or status of life.
- Should be mature and self-confident and accept responsibility and respond positively to constructive criticism.
- Should be a realist in determining how to spend County resources.
- Should be action and achievement oriented and motivated by positive challenges.
- Should understand and be sensitive to how the actions of local government officials affect the organization's image with private industry and citizens.

### **Residency**

Florida law requires the County Administrator to be a resident of the County on the first day of employment.

### **Compensation**

The first is the total range of \$123,779.39 to \$198,064.17 and then the expected hiring range of \$125,000 to \$150,000. Benefits are excellent.

### **Confidentiality**

Under Florida law, all applications are public record once submitted.

### **How to Apply**

Apply at [myescambia.com/jobs](http://myescambia.com/jobs).

