

COUNTY ADMINISTRATOR – WARREN COUNTY

Warren County is seeking candidates for the position of **County Administrator**. Located in upstate New York, Warren County includes the magnificent Lake George Area, in addition to the cultural hub of the City of Glens Falls and the hometown feel of surrounding Southern Adirondack towns and villages. With more than 20 beautiful lakes and countless outdoor activities, we offer an amazing place to work and live with top schools and an outstanding quality of life.

The successful candidate will be responsible for the overall management of County government, including but not limited to 1) working with our 32 department heads in assessing and advancing the programs, initiatives, policies and responsibilities of their respective departments, 2) working with the Budget Officer and budget staff to develop the annual operating budget, 3) working with the Board of Supervisors and Treasurer to develop long range financial strategies and administer fiscal affairs, 4) facilitating and participating in the collective bargaining negotiations with our 5 bargaining units that include the majority of our 630+ full time employees, and 5) implementing Board of Supervisor directives.

We are seeking candidates with excellent communication and facilitation skills as well as strong business and/or public service experience. **The base salary for this position is \$85,000 and will be set commensurate with experience.**

For complete details visit www.warrencountyny.gov.

For consideration please send resumes to:

Jackie Figueroa, County Human Resources Director

Warren County Municipal Center, 1340 State Route 9 Lake George NY 12845

or email figueroaj@warrencountyny.gov