

City/County Management IN ILLINOIS

Volume 10 No. 9

Strengthening the quality
of local governance through
professional management

MAY
2015



In this issue

- Who's Who/Welcome Members 2
- Corporate Partner Spotlight 3
- IML Managers Monthly Column 5
- ILCMA Committee Volunteers 7
- IAMMA Awards 9
- Conference Scholarships 10
- ICMA Conference Speakers 12
- Managers in Transition 14
- 2015 Coaching Webinars 16
- ILCMA Summer Conference 17
- Legacy Project 18
- Metro Managers Golf 20
- Job Mart 22

Calendar of Events

For complete details on events please visit the ILCMA calendar at <http://www.ilcma.org/calendar.aspx>

May 1
SWICMA Luncheon

May 6
Legacy Quarterly Luncheon
Arlington Heights, IL

May 14
Cal-Coaching Webinar

May 15
Legacy Conference
NIU Naperville

May 21
Metro Manager Golf Outing
Glen Ellyn, IL

June 3
Legacy Quarterly Luncheon
Woodridge, IL

June 10 – 12
ILCMA Summer Conference
Galena, IL

August 13 - 14
**Downstate City/County
Management Summer
Meeting**
Rock Island, IL

September 27 – 30
ICMA Conference
Seattle, WA

Membership Dues Notices

Membership dues notices will be arriving in your mailboxes in the near future. The Secretariat's office hopes to have new directories out to members by mid-September. Your timely response in returning your dues is much appreciated and will facilitate us meeting this goal.

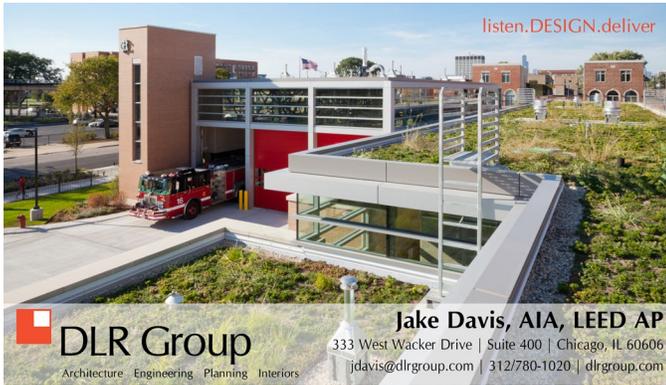
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Welcome New Members!

Sam Barghi, Village of Deerfield, Administrative Intern
 Erik Colon, Depaul University, Student
 Benjamin Mason, Village of Algonquin, Intern



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PASCAL Annual Conference

Connecting Cities and Universities at Strategic Frontiers

PASCAL Observatory is an international organization focusing on sustainable economic development honoring people and place. Northern Illinois University serves as one of their Centers. Their 2015 conference will be held in Catania, Italy October 7-9 and will focus on learning cities and regions. Developing healthy food systems will serve as one of the organizing strands. A documentary film on the development of local food systems directed by NIU's Dr. Laura Vasquez will have its premier screening at this conference.

Visit <http://conference.pascalobservatory.org/> for details.



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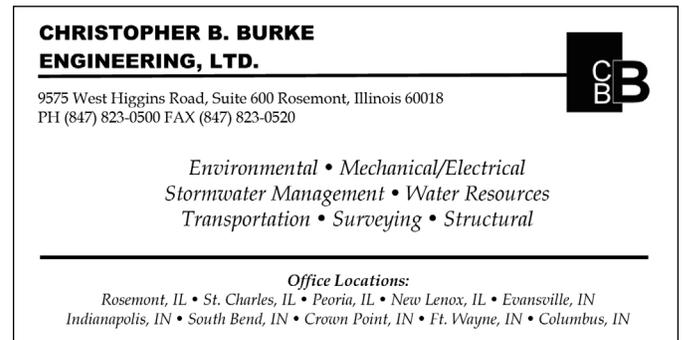


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Corporate Partner Spotlight

As part of the "Friends of ILCMA" Corporate Partnership Program, partners at the highest level get the opportunity to submit a one-page written educational piece in the ILCMA newsletter.

Contract Growing Can Repair and Replace the Urban Forest at Reasonable Expense

By: Adam Simon, Partner, Ancel Glink and Lydia Scott, Director, Chicago

Region Trees Initiative, The Morton Arboretum

The economic downturn of 2008, coupled with the emergence of emerald ash borer and Dutch elm disease, have taken a toll on the urban forest and nursery production across Illinois. Funds once utilized to plant trees were diverted to remove trees. As a result of reduced demand, nurseries cut production. Now, as the economy is starting to improve, communities have funding earmarked to start planting trees again. However, because the growth period required to transplant a healthy tree can be between five (5) and ten (10) years, there are not enough trees available and prices are higher. As we learned in high school economics, high demand and low supply results in higher prices.

How can we avoid this problem in the future? Contract growing is the answer. Contract growing, which is authorized by Division 73.1 of the Illinois Municipal Code, requires a written agreement between the nursery and the municipality enabling the municipality to get the species they need, when they need them, at an agreed upon price. This arrangement is mutually beneficial for the community and the nursery. Municipalities can negotiate long-term contracts (up to ten years) to ensure there is an adequate and diverse supply of trees at a reasonable and predictable price. It also helps the nursery because they don't have to take all of the risk when expanding diversity and production.

It is advisable for contract growing agreements to address at least three terms: (1) detailed specifications for the species of trees to be provided; (2) a payment schedule on future goods and/or services (typically over five to ten years - allowing the nursery time to grow the trees); and (3) liability considerations.

Specifications for trees may include not only the species, but also the diameter and height of the tree. A balance will need to be made between the municipality's demands for specificity and the nursery's exposure to risk due to weather-related contingencies. The contract should provide both a primary and alternative choice of species. In drawing up specifications for the contract, diversity is an important factor so that the urban forest is not as susceptible to invasive insects and disease. The Morton Arboretum has just produced a new Northern Illinois

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Species List with more than 200 species listed. This list suggests that communities not plant more than 20% of any one family, 10% of any one genus, or 5% of any one species. If this recommendation is adhered to and another insect or pest comes along and kills one species, only 5% of the trees will be lost as opposed to the widespread ash species we are seeing in some communities.

Services which may be considered in the contract include storage, transportation or pick-up, planting, and initial care and maintenance for the first year. One may also wish to specify which time of year the municipality desires to take delivery of the trees, whether it is all at once or divided between planting seasons. The agreement will describe the total cost of the trees and the schedule for payment: customarily the municipality will pay a percentage of the total cost upon approval, another percentage part way through the growing period, and then a final percentage at delivery. Inspections may be built into the contract to provide a means for the parties to share the risks inherent in a long-term contract.

Among the liability concerns to address are guarantees the trees will "establish," remedies if the nursery is incapable of producing the agreed upon trees and general liability issues. In many cases, the percentage of crop failure determines the replacement, alternative species, or reimbursement options. A contract not only secures a future tree order is tailored to the purchaser's needs, but should provide reliability.

If elected officials initially object to such long-term contracts, it is easy to draw an analogy between contract growing and long-term capital plans developed for public infrastructure

continued on page 7

Corporate Partner Spotlight

As part of the "Friends of ILCMA" Corporate Partnership Program, partners at the highest level get the opportunity to submit a one-page written educational piece in the ILCMA newsletter.

Looking to the Past to build a Shared Service Future

By Laura Bell, GIS Specialist, MGP

The idea of doing more with less is not a new concept for municipal government. In fact, in the current political and financial times, this is quickly becoming a necessity. Local government has always had to walk a fine line between serving the local needs of their constituents and complying with state and federal legislation. At times, this may seem like local government resides between a rock and a hard place, but often this in-between is the perfect environment for innovation through shared service models. Shared service models have the ability to increase efficiency, provide cost savings, empower local government, and are already being leveraged in many programs today.

Municipalities share more than just borders. The conversations you have had about increasing cost savings and efficiency within your departments are also happening in offices in your neighboring communities. Your recognition of a need to build trust and loyalty through increased customer service is also being echoed in meeting rooms of communities neighboring your neighbors. The great thing is that these shared goals and needs are opportunities for shared solutions. One example of a successful shared service model that came from a shared need can be seen in Chicagoland municipalities participating in a shared base-mapping program. Base data such as aerial imagery, topography, and building outlines are important because they form the foundation for which all other information in your community is related to and built from. By participating in this program, communities were able to gain the benefit of time and cost savings, as well as set standards for quality products.

The base-mapping program began in the early 2000's when quality spatial data and products were not readily available to local communities. Municipalities would individually contract with private vendors to fly and collect this data if they wished to obtain it, resulting in a huge duplication of effort that only served to benefit private industry. Through the recognition of this need across multiple communities, MGP developed a shared service model and the GIS Consortium created the buying power enabling communities to come together and leverage this to the benefit of everyone involved. How it worked is that participating municipalities coordinated to create and agree upon set cost structures and product standards for contracting out base-mapping and cost sharing for the purchase of products. Through



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this group effort participating communities gained time and cost savings, as well as benefitted from set quality standards. The program is still alive and being utilized by communities today, despite drastic changes in the technological landscape since the early 2000's and data being more readily available than ever. The continued relevance of this program can be attributed to the timeless shared service model core components of collaboration, cost sharing, and standardization.

The Chicagoland area base-mapping program is just one example of how local government is the prime breeding ground for innovation and collaboration to come together and create a shared service to the benefit of everyone. In the face of a shrinking technological world, budget pressures, and growing need for efficiency, shared services are more relevant than ever. They are tools you can use to better adapt and respond to outside influences and changing environments. They are also tools you can use to help build healthy communities and provide unfaltering services to your residents. Does local government have a difficult job, sure, but you are not alone and this is where the potential for shared services lies. So, the next time you face a problem, are thinking about a common task, or are contemplating a decision for your community, we encourage you to think about all the other communities facing the same problem, completing the same task, or evaluating the same decision. Your community is the place where a shared service can be created to empower local government.

IML Managers Monthly Column

Illinois Municipal League Legislative App for Mobile Devices

By Walter Denton, City Administrator, City of O'Fallon and Joe McCoy, Legislative Director, IML

As you know, the General Assembly is hard at work on various bills and the annual budget looms over everything. It is too early to tell what will happen with LGDF or Governor Rauner's "Turnaround Agenda," but the Illinois Municipal League has published a free Legislative App for Apple and Android mobile device users that can keep you up to date.

The initial version of the App features Tracked Bills from the current legislative session. State legislator pages are also listed on the App. Future updates will give users the ability to contact IML Staff via email, alert users of priority bills and enable user custom bill filtering.

The IML anticipates several additional features as the app is further developed. Some of these features will include the following:

- Contact IML Staff screen
- Priority Bill Alerts
- IML "Key Bill" Section
- "My Bills" Personal Filtering.

If IML members would like to submit suggestions for possible future enhancements, please send them to app@iml.org. To install this free App on your mobile device, search for "Illinois Municipal League" at the App Store for your device.



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continued from page 4

which are traditionally for five to ten year terms. Trees are a critical part of our urban infrastructure and should be managed and budgeted as other municipal infrastructure. They take up water to reduce flooding, remove pollution from our air and water, reduce ambient temperatures, reduce energy consumption, improve our property values, reduce health problems, and provide habitat for wildlife. Hence, it is rational to apply as much long-term planning and budgeting for the urban forest as one typically applies to roads, sewers, and water mains.

While the scale of the problem created by the emerald ash borer and Dutch elm disease may seem overwhelming, contract growing provides a long-term solution that does not need to cripple your short-term budget.



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Call for ILCMA Committee Volunteers

Have you wanted to get more involved with ILCMA, but just haven't gotten around to it? Well, now's your chance as the following 2015-2016 Committees need members:

NOTE – VOLUNTEERS NO LONGER NEEDED FOR EITHER CONFERENCE COMMITTEE – THANK YOU TO THOSE WHO RESPONDED! ILCMA IS STILL IN NEED OF VOLUNTEERS FOR THE OTHER COMMITTEES LISTED BELOW.

Summer Conference Committee

The Abbey, Fontana, WI in partnership with WCMA,
June 22 – 24, 2016

Chair – Mike Baker, Downers Grove

The Summer Conference Sub-committee shall plan and organize the principal annual Association conference held in June, which includes the Annual Business Meeting.

Winter Conference Committee

Marriott, Normal, IL Feb. 3 – 5, 2016

Chair – Barry Burton, Lake County

The Winter Conference Sub-committee shall plan and organize the Association conference held in February.

Professional Development Committee

Current Chair – Dorothy David, Champaign

The Professional Development and Education Committee shall provide information and guidelines to further the continuing education of its members. In addition, the committee assists ILCMA members in achieving continuing education goals for their respective organizations and in periodically reassessing the professional development and continuing education goals of the ILCMA membership. There shall be a commitment to the ICMA credentialing program so members are able to achieve professional development goals. The committee is in need of representation from all affiliates as well as the general membership.

Membership Services Committee

Current Chair – Jason Bielawski, Roselle

The Membership Services Committee shall evaluate current services and provide recommendations on additional member services. The committee shall be responsible for facilitating a survey of the membership every two years. Over the past few years the committee has also focused on diversity initiatives, membership development, and recruitment.

Promote the Profession Committee

Current Chair – Andrianna Peterson, LaGrange

The Promote the Profession Committee shall coordinate activities to promote the local government management

profession to cities, villages, counties, and townships throughout the state. The committee shall also coordinate activities and provide information about the profession to educational institutions.

If you are interested in serving on any of the above committees, please contact Dawn S. Peters by June 12, 2015 at dpeters@niu.edu or call her at 815-753-0923.

Scholarships Now Available to Attend the Summer Conference

The following scholarship opportunities are available for students to attend the ILCMA Summer Conference June 10 - 12, 2015 at Eagle Ridge in Galena, IL:

ILCMA Summer Conference Scholarship

ILCMA is pleased to offer three (3) scholarships to its summer conference to MPA students. The scholarship provides for conference registration, which includes all meals, and room accommodations. Winners of the same gender may be asked to share a hotel room. You must be currently enrolled as a full-time student and be planning on a career in local government management (municipal or county). To apply, send a pdf file that includes a letter indicating why attending this conference would be beneficial to you and include a statement of career goals. Also include a letter of recommendation from either your intern supervisor or faculty advisor. The application should be sent by May 15, 2015 to Dawn Peters at dpeters@niu.edu

The Sommer Foundation Scholarship

The Sommer Foundation is offering a minimum of two (2) student scholarships to attend the summer conference. The Sommer Foundation scholarship is available to MPA students whose focus is municipal government. The scholarship provides for conference registration, which includes all meals and room accommodations. Housing expenses will be capped at the single occupancy hotel rate and awardees of the same gender may be asked to share a hotel room in order to provide an additional scholarship. The Foundation will be accepting applications until May 15, 2015. To apply, send a pdf file with a letter of introduction and how the conference will help you meet your professional goals along with an academic or professional reference letter to:

Bob Irvin, Vice Chair

The Sommer Foundation
bob.irvin.716@gmail.com

If you have further questions, please contact Bob at 847-549-6378.

For more information on both scholarships, please visit the ILCMA website at www.ilcma.org.

Advancing Civic Leadership



CLA Courses Qualify for ICMA's Voluntary Credentialing Program

May 7, 2015 - NIU Naperville

*Understanding your Government's Finances and Financial Position
Understanding Zoning and Code Enforcement: What You Need to Know*

May 14, 2015 - NIU Naperville

Nonprofit-Government Partnerships and Contracts: Challenges and Opportunities of Working Together - NEW This Year!



May 16 and 30, 2015 - NIU Naperville

Fundraising - 2 Day Special Boot Camp



May 18, 2015 - Prairie State College

Leadership for Elected Officials

May 21, 2015 - NIU Hoffman Estates

*New Civics and the Impact of Globalization**



May 23 and June 13, 2015 - NIU Naperville

Advocacy for Nonprofit Organizations - 2 Day Special Boot Camp



May 26, 2015 - NIU Hoffman Estates

Sex, Guns, Marijuana & God - Issues that Local Government Tangle with Today

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Big Changes Around The Corner For Public Sector Financial Reporting: How Illinois Can Prepare and Take a Leadership Role

By Shannon Sohl, Research Associate, NIU Center for Governmental Studies

Illinois state and local government leaders are urged to take part in efforts now on-going to increase the transparency of the way in which all governments—national, state, and local—report the way that government money is being handled and spent. Changes in government financial reporting have been mandated by the Digital Accountability and Transparency Act, also known as the DATA Act, which was passed unanimously by both the House and the Senate and signed into law by President Barack Obama in May 2014.

The implementation of the new law will start in 2015 and is expected to be fully operational in 2018. Many experts expect that the implementation of this law will mean that nearly all governmental and non-profit agencies—indeed, many agencies using or hoping to use federal funds—will have to change the way they now manage their finances to bring them into compliance with the new rules now being developed for recording, compiling, analyzing, and reporting the management of their money.

The Act was passed to serve two purposes: first, to generate public financial information which is reported in a machine-readable format, and, second, to standardize

the terms reported using a data dictionary. The net long term result of the forthcoming changes will be financial reports that will be more accessible to the public—thus making governments more transparent and accountable—and reports that will facilitate easier and more accurate analysis—thus making them more user friendly.

Details on this massive effort to change government financial management methods are summarized and reported in the just released issue of Northern Illinois University's Policy Profiles entitled "Big Changes Around the Corner for Public Sector Financial Reporting: How Illinois Can Prepare and Take a Leadership Role." Authored by the University's resident expert on digital financial reporting, Dr. Shannon Sohl, the publication provides details about digital financial reporting, its purposes, and the way in which Illinois' elected and appointed government leaders can become involved to promote and protect Illinois' interests as the work proceeds to implement financial reporting enhancements on a national scale.

Northern Illinois University's Center for Governmental Studies has already formed a partnership with Rutgers University and leading accounting experts experienced in working on current, major efforts to upgrade and standardize accounting and reporting methodologies. The partnership is currently seeking modernization mechanisms that will work for the entire nation. Read the full profile here http://www.cgs.niu.edu/Policy_Profiles/policy_v15n1.pdf. To read past Policy Profiles reports, visit http://www.cgs.niu.edu/Policy_Profiles/index.shtml

IAMMA Announces Annual Awards

The 2014-2015 IAMMA Executive Board honors the following individuals for their commitment to IAMMA and their dedication to the profession. These individuals were recognized at the IAMMA Awards Luncheon during the IAMMA Conference on Friday, March 27, 2015. CONGRATULATIONS!!!!!!

Outstanding Manager Award

Dane Bragg, Village Manager, Buffalo Grove

Gregory F. Ford Outstanding Member Award

Carina Walters, Assistant City Manager, Lake Forest

Outstanding Member Award – Service

Ryan Waller, Assistant County Administrator, Lake County

Outstanding Member Award – Service

Laura Lake, Management Analyst, Glenview

Outstanding Member Award – Intern

Matt Havlik, Intern, Lake Forest



Conference Scholarships

Scholarships Eliminate Financial Obstacles--Say Yes to Your Success

Members in transition. Young professionals. Small community employees. Many ICMA members are challenged by limited resources in their pursuit of gaining the resources they need to better manage their communities.

To help members experience the difference the ICMA Annual Conference has made for so many others, ICMA is accepting applications to its 2015 Conference Assistance and Stene Academic Scholarship Programs. **The deadline for all applications is May 22, 2015.**

Conference Assistance Scholarships

ICMA's Conference Assistance Scholarships are divided into four categories:

1. **The Young Professional Scholarship** is open to any ICMA member with three years' or fewer experience as a full-time local government employee. There is no minimum salary requirement, although salary may be considered during the evaluation process.
2. **The Workplace Diversity Scholarship is open to women and minorities.** It is the applicant's responsibility to demonstrate (through additional information included in a required essay) how his or her background merits receipt of a diversity scholarship and how the local government and the community served will benefit from the individual's conference attendance. There is no minimum salary or tenure cutoff for the Workplace Diversity Scholarship, although those factors may be considered during the evaluation process.
3. **The Member in Transition Scholarship** is open to any member enrolled in ICMA's MIT program.
4. **The Small Community Employee Scholarship** is open to any member serving in a small community with limited financial resources. Applicants may self-select to apply for this scholarship. There is no minimum salary requirement, although salary may be considered during the evaluation process.



To be eligible for any of ICMA's Conference Assistance Scholarships, an applicant must:

- Be a first-time ICMA Annual Conference attendee (not applicable to persons applying for the MIT scholarship nor to those who attended a past conference as a student member).
- Be a full-time local government employee (no part-time interns; MITs excluded from this requirement).
- Submit a completed application.
- Demonstrate an avid interest in a career in local government management through an essay.
- Submit two recommendation forms signed by local government managers or administrators who are familiar with your work.

Application materials are due Friday, May 22. Direct questions to njames@icma.org.

Stene Academic Scholarship Program

Each year, ICMA selects a graduate school student as the recipient of its \$1,000 Edwin O. Stene Academic Scholarship, named in memory of Kansas University Professor Edwin O. Stene. ICMA also will provide the Stene scholarship recipient with complimentary registration to its 2012 Annual Conference. Travel and housing expenses are not included in the Stene Scholarship stipend.

To be eligible, individual must be enrolled by September 2011 as full-time graduate student specializing in local government at a college or university recognized by the National Association of Schools of Public Affairs and Public Administration. Must have had little or no full-time experience in local government (internships excluded).

Complete information on ICMA's conference scholarship program can be found [online](#). Application materials must be submitted by Friday, May 22. Direct questions to njames@icma.org.

ILCMA Offers Scholarship to ICMA Conference

In order to encourage attendance at the ICMA annual conference, ILCMA and ICMA are pleased to announce they will provide financial assistance to ILCMA members, who are also members of ICMA, wishing to attend their first ICMA conference. ICMA will waive conference registration fees to the annual conference for two ILCMA members. ILCMA will in turn match the dollar amount of those fees to help defray transportation and housing fees. This is an excellent opportunity, particularly for members from communities that do not have the resources to allow their staff to travel to national conferences.

To qualify, **applicants must be full members of ILCMA and ICMA** and be attending their first ICMA conference. To apply send a brief letter explaining how you and your community would benefit from receiving this award. Along with the letter, please enclose an up-to-date resume. Applications are due in the Secretariat office no later than **June 7**. The ILCMA Awards and Scholarship Committee will make a final decision on award recipients around the first week of July. ILCMA will notify ICMA of the names of award recipients indicating they are entitled to a waiver of the conference registration fee.



Fostering Resilient Cities

Monday, September 28, 12:45–2:00 p.m.

Andrew Salkin is COO of 100 Resilient Cities, a project pioneered by the Rockefeller Foundation to help cities around the world become more resilient to physical, social, and economic challenges. The project supports the adoption of a view of resilience that includes not just shocks such as earthquakes, fires, and floods, but also the stresses that weaken the fabric of a city on a day to day or cyclical basis. Salkin's Monday plenary, **Fostering Resilient Cities**, will focus on the 100 Resilient Cities project and some of the most pressing questions facing the city: What are the biggest challenges the city faces as it grows? What are the most promising experiments in improving cities regarding housing, transportation, economy, and resilience?

Salkin joined 100 Resilient Cities from New York City's Department of Finance, where he was the Deputy Commissioner of Operations, managing more than 800 people and responsible for collecting \$30 billion annually through real estate, business, and excise taxes, as well as parking summonses. In this role he improved efficiencies and customer service, including introducing web-based payment options. Previously he served as the First Deputy Commissioner of the Taxi and Limousine Commission, overseeing day-to-day operations of the agency, including the regulations of New York City's medallion taxi fleet, livery vehicles, commuter vans, and paratransit vehicles – comprising 50,000 vehicles and 100,000 drivers.

Prior to joining the Taxi and Limousine Commission, Andrew worked at the Department of Transportation as Lower Manhattan Borough Commissioner, the "Downtown Construction Czar," where he led the City's efforts to balance the needs of residents, employees, and tourists of Lower Manhattan amidst the clean-up, construction, and rebuilding post-September 11.

About 100 Resilient Cities - *Pioneered by the Rockefeller Foundation (100RC)* is dedicated to helping cities around the world become more resilient to the physical, social, and economic challenges that are a growing part of the 21st century. 100RC supports the adoption and incorporation of a view of resilience that includes not just the shocks – earthquakes, fires, floods, etc. – but also the stresses that weaken the fabric of a city on a day to day or cyclical basis. Examples of these stresses include high unemployment; an

overtaxed or inefficient public transportation system; endemic violence; or chronic food and water shortages. By addressing both the shocks and the stresses, a city becomes more able to respond to adverse events, and is overall better able to deliver basic functions in both good times and bad, to all populations.

100 Resilient Cities began working with their first group of 32 cities in December of 2013. In 2014, they received 330 applications from 94 countries for a second cohort, and [they announced the 35 cities of round 2 in December](#). The last 100 Resilient Cities Challenge will open to applicants late in 2015.

Extraordinary Women in Leadership

Tuesday, September 29, 2:00–3:10 p.m.

Dr. Dara Richardson-Heron, is a leader in the corporate and nonprofit world. She is the CEO for YWCA USA, one of the Nation's oldest and largest multicultural organizations promoting solutions to empower women, girls, families and communities eliminating racism and empowering women. She transformed the organization into the number one affiliate in fundraising and grants awarded. This business executive is also a strategic planner, media and news relations mogul, and is skilled in change development and management. Richardson-Heron's Tuesday plenary, **Extraordinary Women in Leadership**, will be an inspiring message on the importance of expanding the number of women in leadership positions echoes and reinforces the recommendations of ICMA's Task Force on Women in the Profession.

Richardson-Heron has more than 20 years of leadership and management excellence in the healthcare, corporate, and nonprofit sectors. Recently featured in *The New York Times* as one of four female chief executives discussing female voices in leadership, Richardson-Heron is using her voice to lead the YWCA USA and 226 YWCA local associations across the country in building a national movement for the elimination of racism and the empowerment of women.

She has been honored with numerous awards, including the YWCA Academy of Women Achievers, Woman of Excellence in Philanthropy and "25 Influential Black Women in Business." In May 2013, she was named one of the "21 Leaders for the 21st Century" by *Women's eNews* and in August 2013 and 2014, she was recognized on *The Nonprofit Times* "Power & Influence Top 50" list. In March 2015, she was included on the *Ideagen Impact 100* list for her leadership, impact and focused commitment to the empowerment of women.

Dr. Richardson-Heron, a physician by trade and advocate by choice, holds a Doctorate in Medicine from New York University School of Medicine and a Bachelor of Arts degree in Biology from Barnard College of Columbia University. She also completed an Executive Human Resources Program at the University of Michigan.

MAKE PLANS TO ATTEND THE 101ST ANNUAL CONFERENCE!

Online registration and housing open June 4 at 12:00 PM, EDT

ILCMA Membership Responsibilities For Members In Transition

ILCMA members are encouraged to contact fellow members that are in transition. ILCMA members can help members in transition in the following ways:

- Hire members in transition for interim work and special projects.
- Provide office space and equipment for members in transition.
- When going to ICMA or ILCMA conferences, invite a member in transition to share your room at no cost.
- Invite them to an ILCMA, Downstate, Metro, IACA, SWICMA, Legacy Project, or IAMMA meeting as your guest.
- Monitor the environment. As one hears about a member that may be in trouble, members are encouraged to contact either the ILCMA Executive Director or one of the Senior Advisors.

ILCMA members are asked to help identify ILCMA members as soon as it appears that they are leaving a management position and do not have a new position identified. In addition to monitoring local papers, members should also frequently advise their regional counterparts to notify them of members who may be in transition. Once a member in transition (MIT) is identified, the member should advise the ILCMA Secretariat so that ILCMA support can be offered. ILCMA members are encouraged to personally contact the MIT to provide support. A Board liaison will be assigned to maintain regular (weekly or hi-weekly) contact with the MIT, encourage others to contact the MIT, and will keep the ILCMA Secretariat aware of the MIT's status. The Board liaison will coordinate closely with the Senior Advisors and between the two entities should provide the MIT with the support services available through the ILCMA and the ICMA.

Do you have Special Projects for which you need Additional Help? Has your Staff been Cut Back, but your Workload Increased or Stayed the Same?

If so, ILCMA has a solution to your problem. Have you ever considered utilizing one of ILCMA's programs to help fill temporary job assignments or conduct a special project? ILCMA has two programs that may meet your needs:

Member in Transition Program (MIT) – ILCMA keeps a list of Illinois managers and assistants in transition. These members are willing and able to fill positions, do special projects, and provide expert service to you and your community (list of MIT's below).

Professional Resource Program (PRS) – The PRS program consists of retired, semi-retired, and MIT's who are again able to do special projects, fill positions, and provide expert professional services to your local government. For information please visit the ILCMA website at <http://www.ilcma.org/index.aspx?nid=217>

The ILCMA Senior Advisors have the most current list of Members in Transition and Professional Resource Program participants. Please do not hesitate to contact either Dawn Peters at ILCMA or one of the Senior Advisors.

Also, don't forget about recent MPA graduates. This is a tough job market and many of them are searching desperately for a position. They may be willing to provide services on contract for short-term projects. This will help them gain additional experience while searching for their first full-time position. Contact any of the graduate schools in your area to identify students who may be willing to do this type of work.

Members in Transition Who Agreed to Publicize their Information: (Visit the Members Only section of the ILCMA website to view resumes of those who have submitted them.)

John Kolata
jdkolata@hotmail.com
309-525-2359

Tim Ridder
timothyridder@hotmail.com
cell: 399-236-0929
home: 815-492-0040

Dawn Wucki-Rossbach
drossbach@att.net
847-934-1562

Eric Tison
cubguy77@comcast.net
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Developing Effective Relationships with Elected Officials

10-11:30 a.m. PT, Thursday, March 5

Best Practices in Strategic Planning and Action

(cosponsored with CSMFO)

1-2:30 p.m. PT, Wednesday, April 1

Moving from Conflict to Civility and Problem Solving

10-11:30 a.m. PT, Thursday, May 14

Engaging Employees Effectively

(cosponsored with CSMFO)

1-2:30 p.m. PT, Wednesday, September 16

Serving Diverse Populations Successfully

1-2:30 p.m. PT, Wednesday, October 21

Best Practices for Managing Social Media & Gossip

10-11:30 a.m. PT, Thursday, November 5

1. Subscribe to email list for notices with webinar details.
 This is best way to get the registration details about webinars delivered to you as soon as they are available. Subscribe to the list at www.cal-icma.org/coachingList.

2. Register in advance for each webinar.
 There is no charge for participating in the webinars, but each requires its own advance registration. Links to register for each webinar are available now at www.cal-icma.org/coaching. After registration for a webinar, you'll receive full details about log-in procedures and listening options.

3. Organize a group to participate in each webinar.
 This is great way to share the learning experience and discuss opportunities to apply the information to your agency.

4. Ask questions and participate.
In advance: submit questions via email to Don Maruska, Director of the Cal-ICMA Coaching Program, at cal-icma@DonMaruska.com.
During the webinar: use the webinar "Question" tool. As webinar moderator, Don Maruska will pose the questions anonymously on your behalf. We also invite you to participate in the online polls that gather audience members' insights.

5. Access the presentations, video recordings, and polling results.
 About 24 hours after a webinar, a digital recording and the presentation and audience polling results will be available at the "Agendas & Archives" tab of www.cal-icma.org/coaching.

6. Discuss the results.
 Many agencies are arranging groups to listen to the webinars (live or via recording) and have discussions afterwards about application of the ideas to their specific organizations. Each webinar has suggested post-webinar group discussion questions in the Agenda notice.

7. Missed a live webinar? Don't worry!
 All webinars are archived for on-demand viewing or download in mp4 format for individual or group viewing at your convenience. The presentations are saved at "Agendas & Archives" tab of www.cal-icma.org/coaching compliments of Granicus, an ICMA strategic partner. You also can subscribe to podcasts to listen while you are on the go.

Find us on...   

Career Compass

The Coaching Program offers a series of "Career Compass" articles. Written by ICMA Liaison for Next Generation Initiatives, Dr. Frank Benest, these columns will help you navigate the course to a successful government career. Recent topics include:

- "Your Staff Meetings Don't Have To Be Dreary"
- "The Courage To Do the Right Thing"
- "The Post-Heroic Leader"

To view all the columns, visit the Cal-ICMA website at:

www.cal-icma.org/coaching and click on "Coaching Programs & Resources."

To suggest topics for future columns, contact Frank at frank@frankbenest.com.





ILCMA SUMMER CONFERENCE

June 10 – 12, 2015

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[REGISTER ONLINE TODAY!](#)

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THEME: BE PREPARED!

Tentative Schedule

Wednesday, June 10, 2015

1:00 – 4:00 p.m.

ICMA University Workshop – Pre-Conference Session

360 Degrees of Data

Thursday, June 11, 2015

8:30 – 10 a.m.

Keynote Address by Jim Edgar

Leadership in Challenging Times



10:30 – 11:45 a.m.

Breakout Sessions:

Session 1: How to Partner with Other Agencies and Build a Successful Consortium

Session 2: The Emerging Oil Fracking Industry in Illinois

11:45 a.m. – 1:15 p.m.

Lunch & Business Meeting

1:30 – 2:45 p.m.

Was Superman Right?

The Ethical Challenges of Making the Right Decisions

3:00 – 4:15 p.m.

Breakout Sessions:

Session 1: Crisis Communication: Before, During and After

Session 2: Tour – The Solar Array at Galena’s Wastewater Plant Facility

Friday, June 12, 2015

9:00 – 10:15 a.m.

Breakout Sessions:

Session 1: Evaluating Police Department Staffing

Session 2: Rural Economic Development: Understanding Changing Demographics to Promote Economic Growth in Rural Communities

10:30 – 11:45 a.m.

Closing Keynote by Doug Cartland

Setting Priorities and Making Decisions



Legacy Project

ADVANCING WOMEN IN LOCAL GOVERNMENT

4th Annual Women's Legacy Conference

Save the Date

May 15, 2015

NIU Naperville Campus*

Register at <http://tinyurl.com/LegacyConf2015>

(Tentative) Conference at a Glance...

8:00 AM Registration & Continental Breakfast

9:00 AM Opening Key Note **Daniella Levitt: Ready, Set...Risk!**

10:15 AM Book Signing by Daniella Levitt

10:30 AM Choice of Breakout Sessions

- ❖ Being a Resilient Visionary
- ❖ Key Challenges to Becoming a Successful Leader

11:45 AM Lunch & Panel Discussion: **Serving our Changing Demographics**

1:30 PM Choice of Breakout Sessions

- ❖ Build Your Communication Skills: Improve How You Can Effectively Persuade and Inform Others
- ❖ Family Friendly Policies – A Panel Discussion

3:00 PM Closing Key Note **Susan Garrett: Lose the Pearls!**

*Northern Illinois University (NIU) campus in Naperville, located at 1120 East Diehl Road, Naperville, Illinois.

Register at www.tinyurl.com/LegacyConf2015

2nd Quarter
2015 Legacy
Project
Luncheons



**2nd Quarter 2015
Upcoming Luncheons**

Brown Bag (bring your own)

April 1, 2015

Geneva Fire Department
200 East Side Drive, Geneva

May 6, 2015

Arlington Heights Village Hall
33 S. Arlington Heights Road

June 3, 2015

Woodridge Village Hall
5 Plaza Drive, Woodridge

Luncheons are held on the first Wednesday of each month—starting at 11:30 a.m. and ending promptly at 1:00 p.m.

Please join us for interactive discussion on topics of particular interest to women working at all levels of local government.

**RSVP to Alex Galindo
at agalindo@niu.edu**

Cutting the Cake



Who brings the cupcakes at your office, is more likely to toss the moldy leftovers from the communal fridge, or gets stuck organizing the office birthday party? How much of your work is dedicated to keeping the office environment functioning?

Come join us for an open discussion on this topic! At the luncheon we will focus on how to deal with always having to do the housework at home and at work.

To get a jump start on the topic, check out these articles:

- [Take Note, It's Time to Take Notes](#)
- [Women at Work: We're Doing All the 'Office Housework,' Too](#)

Please bring your ideas, stories and experience!

To learn more about the Legacy Project, please visit our website:

www.legacyprojectnow.org

**Metro Managers Association
Annual Golf Outing
Thursday, May 21, 2015**

Village Links Golf Club
485 Winchell Way
Glen Ellyn, IL 60137
630.469-8180



10:00AM Shotgun Start (Lunch on the course during play - Hot Dog or Brat, Chips and Drink)
4:00PM Golf contest winners, raffle prizes, appetizers and 19th hole refreshments

Cost \$65.00 per person (make checks payable to Metro Managers) by April 24th.

Please Print:

Name: _____

Village/ Company: _____

Phone: _____

Email: _____ @ _____

Others in foursome:

Name Company Phone Email

Name Company Phone Email

Name Company Phone Email

Please send completed form and payment
by **April 24th** to: (again, checks payable to Metro Managers)



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Village of Winnetka, Public Safety Analyst, Police Department

The Village of Winnetka seeks a Public Safety Analyst, a new position that will play an integral role in the Village's Police Department, and has significant responsibilities in the areas of administrative support, data analysis, budgeting, purchasing, project management, payroll, and construction of the annual report. The Public Safety Analyst will serve as the Department FOIA Officer and primary project manager for information technology (IT) implementations. The successful candidate will be a self-motivator who exercises independent judgment and possess analytical and problem-solving skills adaptable to a fast-paced environment.

Desired Minimum Qualifications:

Bachelor's degree from an accredited college or university in public or business administration, political science, public policy, criminal justice or a related field; Master's degree in public administration preferred.

Minimum two to four years recent work experience; experience in municipal government or public body strongly preferred.

Other Requirements:

Excellent written and oral communication skills.

Good organization and prioritization skills.

Ability to provide excellent customer service and to work effectively with employees and members of the public.

Good knowledge of business mathematics, statistics, research methodology, as well as experience with computer spreadsheets, databases and related software. Analytical, planning and management skills that can be applied to maintain/enhance a high level of services.

The weekly work schedule is normally 40 hours in duration, Monday through Friday, 8:30 a.m. to 4:30 p.m., but may be extended in the event of emergency, disaster, workload, administrative obligations, or work in progress. The position may require occasional work after normal hours, on weekends or holidays. Work activities are typically conducted in a climate-controlled open office environment and noise levels are usually quiet.

This is an exempt position. Salary range: \$51,713 to \$74,053 (DOQ) plus excellent benefits.

Candidates should apply with application, resume, and cover letter. Position is open until filled. Applications may be obtained in person or downloaded from the Job

Opportunities page at www.villageofwinnetka.org. Submit materials and direct inquiries to:

Megan Fulara, Human Resources

Village of Winnetka

510 Green Bay Road

Winnetka, IL 60093

Email: mfulara@winnetka.org

Phone: 847-716-3545

Village of Glen Carbon, Street Department Superintendent

The Village of Glen Carbon (pop.12,974) is accepting applications for the Street Department Superintendent.

This position is responsible for the daily operations of all publicly owned streets, alleys, sidewalks, signage, right-of-ways, drainage systems and street department buildings and facilities. It will supervise all street department repairs and maintenance, street department vehicles, equipment and facilities and employees. This position reports directly to the Public Works Coordinator.

Qualified applicants should possess a thorough knowledge of principles, practices and techniques of public works maintenance, construction projects or street experience. Applicants should have a minimum of five years of experience in public works management, or equivalent. A Bachelor's degree in business, public administration, engineering or related field is preferred but not required. A valid driver's license is required; CDL with appropriate endorsements preferred.

Salary range is \$57,000 to \$60,000 depending on experience and qualifications. Qualified candidates should submit a cover letter, resume, salary history and 3 professional references with contact information May 29, 2015 by 4:30 p.m. to: Lori Gibson, Human Resource Coordinator, Village of Glen Carbon, 151 North Main Street, Glen Carbon, IL 62034, E-mail: lgibson@glen-carbon.il.us, Phone:618-288-2608, Fax:618-288-1238. EOE.

City of Rolling Meadows, Logistics Coordinator, Fire Department

The City of Rolling Meadows (pop. 24,099) seeks an innovative professional to work as the Logistics Coordinator in the Fire Department. Located 27 miles west of Chicago, Rolling Meadows is a vibrant community with residential, commercial, office and industrial uses. The City boasts the second largest amount of office space in the Northwest Suburbs with a workday population over 50,000. The Logistics Coordinator reports directly to the Fire Chief and provides organizational and administrative assistance.

Job Mart

<http://www.ilcma.org/index.aspx?NID=298>

Qualified individuals will have a strong background in planning, management, communication, and operational functions of a municipal government. The Logistics Coordinator assists the Fire Chief on projects, special events, public relations, safety and services. Ideal candidates will have a Bachelor's Degree in Business, Finance, Public Administration, or related field, with a MPA preferred.

This entry level position is a good starting position for a new administrator and it is hoped that the person will stay for a few years and then move out to a bigger challenge.

Salary is \$35,750 (with excellent benefits).

This position is open until filled and to apply, please submit resume with at least three references to Barry Krumstok, City Manager, City of Rolling Meadows, 3600 Kirchoff Road, Rolling Meadows, IL 60008. The City of Rolling Meadows is an Equal Opportunity Employer. Open Until Filled

McHenry County, Director of Human Resources

McHenry Co, IL (pop. 310,000) County Seat: Woodstock. McHenry County is a progressive, growing county located 45 miles northwest of Chicago. Long known for its recreation and quality of life, McHenry County spans more than 600 square miles and has experienced considerable growth in the last ten years. The County is seeking candidates with a passion for public service and experience in local government human resources to serve as its next Director of Human Resources. The County is a full-service county with approximately 1,300 employees in 27 different departments and offices and a total budget of \$250 million. The County currently has 10 collective bargaining units. The next Director needs to be a strategic thinker and leader that can chart a course for human resources across the organization. Candidates

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will be required to have a Bachelor's degree in public, business administration, human resources or related discipline along with at least 6 years of progressively responsible experience. Master's Degree supplemented by SHRM certification preferred. Exceptional interpersonal skills, labor relations, strong organizational leadership, independent judgment, strategic planning, budget and management skills, and motivational skills essential. Starting salary up to \$115,000+/- DOQ. The County provides an excellent benefit package. Candidates should apply as soon as possible; first review of résumés will commence on May 4, 2015. Please send résumé, cover letter and contact information for 5 work-related references to www.GovHRUSA.com/current-positions/recruitment to the attention of Joellen C. Earl, GovHR USA, 650 Dundee Road #270, Northbrook, IL 60062. Tel: 847-380-3238.

Village of Manhattan, Public Works Director

The Village of Manhattan, Illinois, population 7,000, a full service community located southwest of Chicago, seeks an experienced Public Works professional to lead its Public Works Department.

This is an advanced administrative and managerial full-time position. Work involves responsibility for planning, directing, administering, and supervising all programs and activities of the department, including street maintenance, water and wastewater utilities, parkways, grounds and tree maintenance, storm sewer maintenance automotive maintenance and related activities. Candidate must have strong communication and leadership skills; experience in public works operations and planning, budgeting and personnel management.

Bachelor's degree in civil engineering, construction services, public administration, or related field is preferred, but experience may be considered in lieu of education. Candidates should also have at least five years' experience at the managerial, supervisory or advanced technical level in Public Works, Engineering, or utility-related organization. Possession of an IEPA Class B Illinois Public Water Supply Operator's License and/or an IEPA Class 1 Waste Water Treatment Operator's License is preferred.

Salary for this position is commensurate with qualifications, experience, and abilities.

Candidates should submit a resume and cover letter by May 22, 2015 to Shelly Lewis, Executive Administrative Assistant, Village of Manhattan, 260 Market Place,



Aqua America Midwest
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Jim Bilotta
Director, Corporate Development

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Village of Oak Park, Deputy Chief Financial Officer

Salary: \$84,970.00-\$110,461.00 DOQ

The Finance Department develops, maintains, and administers programs related to general accounting, budget and investment functions for the Village of Oak Park. Departmental responsibilities include accounts receivable and payable for all operating and non-operating funds, cash and treasury management, and payroll and pension payment administration. The Finance Department coordinates the performance of outside consultants such as auditing or actuarial firms, is responsible for the purchase of supplies and equipment, and analyzes the financial impact of management decisions and proposals. The Department has 16.5 full time equivalent positions. The Village of Oak Park is a dynamic, transit oriented community known for its great neighborhoods and innovative public policy initiatives. The Village is adjacent to the west side of Chicago, 20 minutes from Lake Michigan, the downtown Chicago "Loop" and the "Magnificent Mile". The major duties of the Deputy Chief Financial Officer include directing, managing, supervising and coordinating the programs and activities of the Finance Department including the general ledger, annual financial report, cash management and investment; coordinating assigned

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activities with other Village departments, divisions, and outside agencies; and providing highly responsible and complex administrative support to the Chief Financial Officer.

Qualified applicants must have at least six (6) years of increasingly responsible administrative experience in governmental accounting and/or finance including two (2) years of supervisory responsibility. Experience working with, maintaining and/or implementing an enterprise-level accounting or payroll system such as PeopleSoft, Oracle, SAP, or similar systems is desirable. In addition, qualified applicants must possess a Bachelors degree from an accredited college or university with major coursework in accounting, finance, economics or related field. A Masters in Business Administration (MBA), Public Administration (MPA) and/or Certified Public Accountant (CPA) is desirable. OTHER REQUIREMENTS: Must be bondable as a condition of employment; the Village Code states that bonding is a requirement for this position.

Applicants can visit the Village of Oak Park's website at www.oak-park.us. Applications and/or a cover letter and resume, three professional work-related references and salary history should be directed to KIMBERLY SHAMLEY, Human Resources Director, Village of Oak Park, 123 Madison, Oak Park, IL 60302; Telephone: (708) 358-5652; Fax: (708) 358-5107; careers@oak-park.us. The deadline for applying for the Deputy Chief Financial Officer position is: OPEN UNTIL FILLED. The Village of Oak Park is an Equal Employment Opportunity Employer committed to a diverse workforce.

Village of Montgomery, Director of Public Works

The Village of Montgomery, 18,438 pop., covering 9.51 sq. miles seeks candidates for the position of Director of Public Works. Montgomery is a growing community on the south side of Aurora, IL, approximately 40 miles from Chicago. The Village's Public Works Department is responsible for maintaining all infrastructure improvements within the Village, as well as ongoing public services such as brush pick-up, snow plowing, and right-of-way maintenance.



The department is comprised of 15 full-time employees in the areas of streets, water, buildings and grounds, and fleet maintenance. The Director is responsible for the leadership of the Village's public works programs and serves as the key advisor to the Village Board and Village Administrator on all public works matters including: street maintenance, water and wastewater utilities, parkways, grounds and tree maintenance, storm sewer maintenance, water plant operations, automotive maintenance and related activities. The Director of Public Works reports to the Village Administrator.

A bachelor's degree in civil engineering, construction services, public administration, or related field is required. P.E. certification preferred. Six to ten years of experience at the managerial, supervisory or advanced technical level in Public Works, Engineering, or utility-related organization is desired. Experience in construction, public utilities, fleet management or related fields may be considered.

Salary range is \$87,947 - \$127,523. Appointment salary DOQ. Excellent benefits. To apply, send a letter of interest, resume, and completed application form to Meghan Ostreko, Human Resources Manager, 200 North River Street Montgomery, IL 60538 or by e-mail to mostreko@ci.montgomery.il.us. Failure to complete and sign application will disqualify applicant. Applications and a full job description can be found at www.ci.montgomery.il.us.

Application materials are due by May 8, 2015 at 4:00 PM. Montgomery is an equal opportunity employer.

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Village of Northbrook, Senior Management Analyst

Starting salary: Mid 70s to Mid \$80s

This position provides professional village management assistance and project work within the Village Manager's Office. The Village Manager's Office includes the Village Manager, Deputy Village Manager/CFO, Village Clerk, Communications, and Human Resources/Risk Management. The successful candidate will be involved in all aspects of core village government operations including budgeting, policy review and development, negotiation of agreements, public information including creation of social media messaging and liaising to various Village commissions. This is the go-to position for coordinating project work that affects diverse Village operations and services such as researching initiative as requested by the Village Board, preparing documentation for labor negotiations or exploring opportunities for intergovernmental cooperation. As the Senior Management Analyst, this position chairs the regular meetings of the departmental Management Analysts to help insure proper coordination of projects and priorities. The Senior Management Analyst also serves as the Village ombudsman to hear, investigate and resolve concerns and suggestions of residents and businesses and assists the Village Clerk with coordinating the Village's response to FOIA requests.

The ideal candidate must have a passion for public service and be detail oriented and process driven with strong communications skill. Candidates must be self-directed and able to resolve problems where limited guidelines exist. The selected candidate will be able to provide a documented record of initiative and quality work. Candidates must be able to establish working relationships with all levels of the organization from Board members to line employees to the public. Applicants should have a Master's degree in public administration or related field and a minimum of two years of professional municipal government experience (or equivalent combination of education and experience). Interested candidates should email their resume and cover letter to: hr@northbrook.il.us with Senior Management Analyst in the subject line. Northbrook is an equal opportunity employer. This position is open until filled.

Mercer County, County Administrator

Mercer County, IL (Pop – 17,000) County Seat: Aledo. Mercer County is an agricultural county located in western Illinois bordering the Mississippi River. Mercer County offers a great quality of life with many recreational opportunities. The County is seeking candidates with extensive budget and finance and economic development background; and a strong background in professional management at the local/county government level. The County has a ten member board, employs 132 full time employees with an annual budget of \$11 million. Successful candidates will possess a team oriented management style, experience with labor relations/negotiations and employee benefits. Candidates will be required to have a Bachelor's Degree in public or business administration or related discipline and five or more years of experience. A Master's Degree or similar work related experience is preferred. The salary range is \$65,000 to \$70,000 depending on qualifications with a strong benefit package. Residency within the County is required within six months. Candidates should apply by May 8th, 2015 with resume, cover letter and three work related references to: Mercer County, 100 SE 3rd Street, Aledo, IL. 61231 Attention Phyllis Bewley or email to: pbewley@mercercountyil.org



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The Communication Tool for ILCMA & IAMMA



Have you joined the ILCMA and IAMMA web portal for knowledge and information sharing. This system will allow ILCMA & IAMMA members to ask questions as you did in the past using the IAMMA listserv. ILGNET provides the following features:

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