Westminster, VT (3200 pop.) is seeking an experienced municipal manager with excellent interpersonal skills and a strong background in municipal finance to serve as its next Town Manager. Vermont’s oldest existing town, this quintessential New England community sits along the beautiful Connecticut River in Southeastern Vermont, bordering New Hampshire and is comprised of two villages. Although a mostly rural setting of farms and forests, Westminster is crossed by Interstate 91 and US Route 5 providing easy access to all the assets of larger communities such as Brattleboro, 20 miles to the south, and all the cultural, educational, and medical assets of Lebanon NH, fewer than 50 miles to the north.

Reporting to a 5-member Select Board, the Town Manager oversees an operating budget of approximately $2.6 million and 10 full-time positions supplemented by part-time staff. The Town is served by a volunteer Fire/Rescue service and although it does not have its own police department, a Vermont State Police Barracks is in town.

Like most small New England communities, the Town Manager is expected to wear many hats; administration/supervision, human resources, and finance. Finance administration is critical, so preference will be given to candidates with strong municipal finance backgrounds. The ideal candidate will also be a strong communicator with a collaborative management style. An advanced college degree in a related field, with progressively responsible public management experience or an equivalent combination of experience and education will be considered. Salary range to $110,000; starting salary commensurate with qualifications. The Town of Westminster is an equal opportunity employer.

For further information potential candidates are directed to the Municipal Resources, Inc. website at www.mrigov.com/career

To apply, submit a resume and cover letter in confidence as a PDF attachment to recruitment@mrigov.com

Position is open until filled, resumes will be reviewed as received.