

## PEORIA COUNTY, ILLINOIS

# COUNTY ADMINISTRATOR



### PEORIA COUNTY VISION 2025

*Peoria County 2025 is a collection of **LIVABLE, SUSTAINABLE COMMUNITIES** with a **STRONG, GROWING ECONOMY** and **CONNECTIVITY WITHIN THE REGION** and **TO THE WORLD, PROVIDING OPPORTUNITY FOR ALL its residents***

***COOPERATIVE LOCAL GOVERNMENTS** provide **EFFICIENT AND EFFECTIVE SERVICES** and are **RESPONSIVE TO RESIDENTS AND COMMUNITY NEEDS.***

## ABOUT PEORIA COUNTY, ILLINOIS

Peoria County, Illinois, (pop. 186,494) combines big city assets with a small town lifestyle and is fast becoming an attractive location for new businesses. The County has excellent agricultural and industrial resources. The County covers 629 square miles running 32 miles north/south and 28 miles east/west.

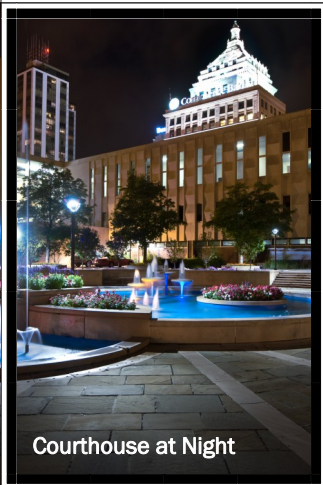
The Illinois River, which carries 39 million tons of freight through the County each year, offers fishing and water skiing for its users. Residents and tourists enjoy the many public parks such as the 3500 acre Jubilee State Park and the 1855- acre Wildlife Prairie Park or the Peoria Park District's 6000 preservation acres.

Peoria County is home to Bradley University, Illinois Central College and the University of Illinois College of Medicine. There are 18 public school districts within the County and the 2010 high school graduation rate was 93.4%. There are 3 major hospitals in Peoria County: Methodist Medical Center of Illinois, OSF St. Francis Medical Center and Proctor



Hospital. Peoria County includes the only Level 1 Trauma Center in Central Illinois with a Life-Flight

helicopter base, Downstate Heart Transplant Center and Children's Hospital of Illinois.



Courthouse at Night



Dettweiler Golf Course

## THE COUNTY GOVERNMENT

Peoria County has 917 employees. The 2010 original budget was \$113.3 million with a 2010 adjusted budget of \$139.6 million. There are approximately \$49,000,000 in accounts payable transactions annually. There were total net assets of \$134.8 million in December 2009. The appropriated fund balance of all funds at that time was \$82 million. Currently, there are 40 separate funds and the fiscal year is from January through December.

The annual budget has won the Distinguished Presentation Award from GFOA for 27 consecutive years. The budget provides historical, current and

future comparisons of revenues and expenditures in all of the 40 funds. An in-depth analysis has been completed on the 30 departments and the 132 programs provided by Peoria County government.

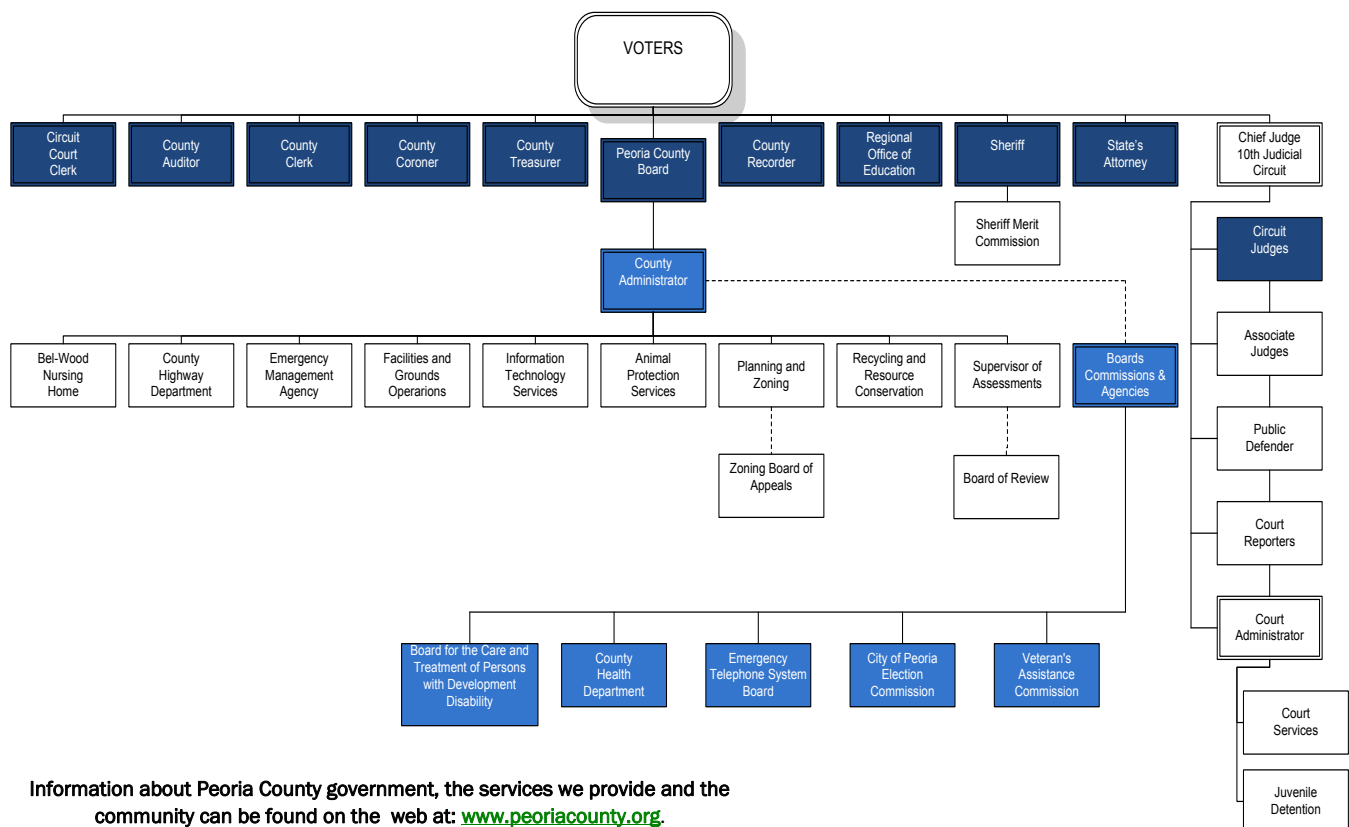
The Fiscal Year 2011 budget continues to improve upon the County's goal of financial solvency which began in 2000 as Peoria County developed their Strategic Plan. In 2001, the County Board adopted policies that were designed to improve the County's financial condition. Annually the Board reviews and affirms their vision, mission and goals which serve as the roadmap for policy directions, decisions

and actions. Specific initiatives that support each goal are adopted as part of this process.

Peoria County has 18 County Board members, 9 elected officials, 7 department heads and 4 additional staff members that serve in department head capacities and are housed in County Administration.

The County is a member of the International City/County Management Association's (ICMA) Center for Performance Measurement. Many of the budget indicators utilized in the annual budgeting process are derived from ICMA's benchmarking data.

### ORGANIZATIONAL CHART



Information about Peoria County government, the services we provide and the community can be found on the web at: [www.peoriacounty.org](http://www.peoriacounty.org).

## COUNTY ADMINISTRATOR REQUIREMENTS AND CHARACTERISTICS

**Requirements include** extensive administrative and management ability; thorough knowledge and expertise in the principles and practices of public administration and local government management, public financial management, planning, project management and budgeting, long range strategic planning, public personnel management and community and intergovernmental relations. Must be skilled in the coordination and leadership of diverse departments and functions; have extensive experience in service to elected and/or appointed boards of directors, and possess excellent written and oral communication skills and interpersonal skills.

This level of expertise and experience is typically demonstrated by a Master's degree in Public Administration from an accredited college or university and 8 years of experience in increasingly responsible positions requiring the planning and execution of administrative operations in complex public or private organizations similar in size and scope to Peoria County.

### Required Professional Strengths and Leadership Characteristics

- Responsive to Board members and communicate with all members equally and evenhandedly, providing each with the same information and at the same time
- Forthcoming, transparent and thorough in providing information to the Board
- Equally accessible and open to all Board members as well as to elected department heads, staff and citizens
- Strong in finance and budget
- Understands land use planning and “smart growth” concepts
- Understands grantsmanship
- Delegates effectively but is not afraid to “jump in” as needed
- Is a strategic thinker who sees the “big picture”
- Is visible in the community, projecting a positive image on behalf of the Peoria County Board
- Has a current understanding of human resources and has experience in hiring, developing and, when warranted, firing employees
- Possesses a comprehensive understanding of the needs of private business and a willingness to work with local business leaders
- Values intergovernmental relations and will establish and maintain cooperative relations with local villages, cities, townships and the County
- Stays abreast of federal and state legislative issues that could affect Peoria County
- Stays professionally and technically current

### Desired Personal Characteristics

- Possesses excellent written and verbal communication skills
- Exhibits good common sense
- Possesses strong analytical skills
- Politically sensitive but apolitical
- Willing to learn, is an adept listener and is receptive to new ideas
- Willing to work with an active Board
- Both self-confident and able to accept criticism constructively
- Is creative, enthusiastic, self-motivated and has a “can do” attitude
- Family situation should be compatible with the job
- Willing to make a long-term commitment and doesn't view Peoria County as a stepping stone





## ISSUES AND OPPORTUNITIES (NOT PRIORITIZED)

- Continue to explore opportunities for integrated services with the City of Peoria (and others) that would result in the provision of quality services more efficiently and economically
- Continue to improve intergovernmental relations on a regional basis
- Maintain (and strengthen) the County's current sound financial position and bond rating in face of the State of Illinois' current financial situation
- Good chance for a high speed rail route between Chicago and St. Louis - explore possible tie-in link between Peoria and Bloomington-Normal
- Long-range organizational, capital, facilities and management planning
- Construction of the new \$130 M joint venture (Peoria County/Caterpillar Corporation) riverfront museum
- Construction of a new 214-bed nursing home to replace the Bel-Wood facility
- New Administrator to have opportunity to make upcoming staff selections
- Implementation of County's new economic development vision to create new well-paying jobs and to encourage new neighborhood -based businesses
- Increase the diversity of the Peoria County workforce and its minority business participation
- Environmental Issues including new landfill, recycling and land use

### TO APPLY:

Please submit your cover letter and resume by  
May 9, 2010 to:

Robert E. Slavin or David Krings  
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