

## **City Manager – City of Martin, Tennessee (Population: 10,825)**

Martin, Tennessee is in Weakley County, approximately 105 miles northwest of Memphis, 49 miles north of Jackson, and 130 miles northwest of Nashville. As the largest city in Weakley County, Martin is also home to the University of Tennessee at Martin.

The City of Martin is seeking a professional City Manager to oversee day-to-day municipal operations, implement city policies, and strengthen government transparency. Reporting to and working closely with the Board of Mayor and Aldermen, the City Manager will advance the City's strategic priorities and lead departmental operations following the City's recent charter transition to a City Manager form of government. **The City of Martin is an equal opportunity employer.**

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### **Key Responsibilities**

- Provide leadership and direction for day-to-day city operations and departmental performance
  - Implement the policies and priorities established by the Board of Mayor and Aldermen
  - Develop and support strategic planning to advance long-term goals
  - Ensure effective management of city services, resources, and programs
  - Lead organizational change and support the transition to the City Manager form of government
  - Promote transparency and effective public communication
  - Manage municipal budgeting and budget administration, including sound fiscal stewardship
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### **Qualifications**

The ideal candidate will have:

- A bachelor's degree in public administration, business management, or a related field (master's degree preferred)
  - Significant experience as a City Manager or Assistant City Manager in a similarly sized community, preferred
  - Strong municipal budgeting and budget management experience
  - A proven record of achievement, innovation, and effective leadership in complex public administration
  - Preferred: at least five (5) years of municipal experience with broad and complex management responsibility
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### **Compensation & Benefits**

The City of Martin offers a competitive salary and comprehensive benefits package, including:

- Salary Range (\$115,000 – \$125,000 doq)
  - Retirement
  - Health insurance
  - Life insurance
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### **How to Apply:**

Submit materials by email to [dana.deem@tennessee.edu](mailto:dana.deem@tennessee.edu) and include:

- Resume and cover letter should be submitted by: July 31, 2026
- Cover Letter
- Three (3) professional references