

# CITY OF FRONTENAC



## **EMPLOYMENT OPPORTUNITY** CITY ADMINISTRATOR

The City of Frontenac is seeking an experienced, open-minded leader who instills trust and confidence through dynamic leadership to be its next City Administrator. The successful candidate will demonstrate strong leadership, creative problem-solving through teamwork, effective communication and well-informed, fact-based decision-making. The ideal candidate will be experienced in city operations with a demonstrated ability to work with residents, businesses, other government agencies and the city's elected officials. A successful Administrator will help move the city forward while preserving the community's culture and identity.

Frontenac is a city of the fourth class that has operated under the Mayor-Board-of-Alders form of government since 1950. The city is an affluent inner-ring suburb of St. Louis with a population of approximately 3,640 residing in predominantly single-family homes across the city's 2.8 square miles. The city's signature landmark is Plaza Frontenac, a high-end shopping mall featuring prominent retailers such as Saks Fifth Avenue, Gucci and Neiman Marcus, and fine dining establishments such as Kreis' Steakhouse and Bar, Fleming Prime Steakhouse and Wine Bar and the new 801 Local. Frontenac is home to the Hilton St. Louis Frontenac Hotel and Conference Center at Le Chateau Village, two private educational facilities and college preparatory education, in addition to leaders in other business sectors. The city provides a full range of services (other than utility services) to its residents and businesses. Under contract, the city also provides services to residents of surrounding communities.

### **Desirable Training and Experience:**

A bachelor's degree in public administration, public policy, business or a related field and a Master's degree in Public or Business Administration from an accredited college or university is preferred, along with extensive progressively responsible experience (5 to 7 years) in local government management, including significant experience at a senior level interacting with elected officials and stakeholder groups. ICMA certification is a plus. An equivalent combination of education and experience may be substituted for these requirements.

**Compensation:**

The annual salary will be commensurate with skills, training and experience. The city offers an outstanding fringe benefits package that includes low-cost health, dental and vision insurance, a retirement program and generous leave.

The city is an equal-opportunity employer.

If interested, please send a cover letter and resume with references to the attention of Leesa Ross at the City of Frontenac 10555 Clayton Road, Frontenac, MO 63131 or [lross@cityoffrontenac.org](mailto:lross@cityoffrontenac.org) by no later than 5:00 PM on Friday, April 26, 2024.