




CITY ADMINISTRATOR - MILBANK, SD **\$72,913 - \$104,266 DOE**

Milbank , South Dakota, the 2023 Community of the Year Award winner from the Governor’s Office of Economic Development, is seeking a City Administrator.

Milbank’s population is growing, our local business growth is on the rise. We have two housing developments currently building, and two more in the planning stage. We are currently finalizing plans for a \$12.5 million dollar water system enhancement, several park improvement projects, along with improvements to the City owned Unity Health and Fitness Rec Center.

It is an exciting time to be a resident of Milbank. We are pursuing a candidate who has the drive to keep moving our community forward, while also being a part of the team and citizenry that has made us what we are today.

Apply at
www.milbanksd.com



We are seeking a dynamic and forward-thinking City Administrator to oversee the efficient and effective operation of Milbank, South Dakota, a growing and vibrant city with a population of approximately 3,500 residents.

This role requires a strategic mindset, exceptional leadership skills, and a strong commitment to building a positive culture within the organization. The City Administrator will be responsible for personnel management, long-range planning, budget oversight, project leadership, and maintaining excellent relationships with elected officials and the community at large.

WHY APPLY

If you want to love where you live and work, Milbank is the place for you. Located in northeastern South Dakota, Milbank serves as the hospitality hub to the Glacial Lakes Region. Famously known for our place in history as the birthplace of American Legion baseball. We pride ourselves on our award winning school district, modern healthcare facilities, 120+ acres of parks including a recreational lake, and most of all our people and strong sense of community.

Surrounded by rich agricultural land, our economy thrives on dairy products, livestock, grains, granite quarrying, food processing, warehousing, telemarketing, and recreational activities.

Our comfortable population, booming economy, lively downtown, vibrant industrial park, and bustling neighborhood developments keep us rising above

The City of Milbank operates under a Mayor-council governmental structure. The City Council consists of elected officials who serve a four year term. The city is divided into three wards with two councilmember representatives per ward.

The City administrator oversees the day-to-day tasks of the city operations and provides leadership support for our departments.

IDEAL CANDIDATE

Education and Experience:

An advanced degree in public administration, urban planning, or a related field.*

*Milbank's Mayor and City Council recognize that a college degree is not the sole measure of qualifications. They value real-world experience and acknowledge that individuals with practical expertise can bring valuable insights to the role. While a college degree is typically preferred, the Mayor and City Council are open to considering candidates with substantial experience in relevant fields. This approach ensures a diverse pool of applicants and allows for a comprehensive evaluation of candidates based on both educational background and practical knowledge. By prioritizing real-world experience alongside formal education, Milbank's city administration aims to assemble a capable and well-rounded team to effectively serve the community.

DEMOGRAPHICS

Population - 3,544

Land Area - 2.8 sq mi

Median household income: \$60,997

Grant County Pop. - 7,556

School District - 1,033 students

City Employees - 72 (FTE - 25)

BENEFIT SUMMARY

- **Range \$72,913 - \$104,266**
- **10 Paid Holidays**
- **Unity Health & Fitness Benefit**
Single full time mem. or equivalent
- **Health Ins. - City pays**
100% of employee premium
50% of dependent premium
- **Vision Ins. - City pays**
100% premium
- **South Dakota Retirement System**
Employee contributes 6% / City 6%
- **Vacation hours are accrued by**
length of service
- **Sick leave accrues at 8 hours/month**
- **AFLAC - various voluntary benefit**
options available
- **Yearly Clothing Allowance**