

Town of Broadway  
PO BOX 130  
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Broadway, NC 27505



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The Town of Broadway (POP. 1,267) is seeking a qualified Town Manager.

Broadway is situated in the heart of North Carolina. Conveniently located between the Triangle and Ft. Bragg, Broadway offers the charm of a small town. The town's proximity to the Triangle, affords its citizens access to the amenities available there. The Town of Broadway is experiencing a growing residential area in town and in the surrounding area.

The town is a full-service municipality that includes administration, police, streets, water and wastewater collections, wastewater treatment plant, and parks. The ideal candidate will need to be an enthusiastic go-getter that can lead the community in their efforts to improve their infrastructure and encourage business growth. The Town Manager is appointed by and works under the direction of an elected Mayor and a five-member Board of Commissioners.

**Qualifications:**

- Four-Year College Degree preferred or equivalent of education and professional training and relevant experience.
- Certified municipal or county administration is a plus.
- Candidates should possess abilities in the areas of budgeting, planning and zoning, economic development, grant writing, public works, consensus building, community involvement and internal/external team building.
- The Town Manager is considered the budget officer for the town and is responsible for all aspects of development and maintaining the town's budget.

The ideal candidate is someone with strong communication skills, an excellent personality and can provide quality and joyous customer service to a broad range of stakeholders.

Compensation and Benefits: Competitive Salary DOE, NC Local Government Retirement, NC State Health Plan, Dental, Vision, Life Insurance, Vacation and Sick Leave Accrual.

In Lieu of a standard application form, Candidates should submit a cover letter, current resume with personal and work references and any other desired supporting materials to The Town of Broadway, Attn: Mayor, PO Box 130, Broadway, NC 27505 or by email to Mayor@Broadwaync.com.

Applications accepted until October 15, 2021.  
Equal Opportunity Employer.  
Employer: Town of Broadway  
Expires: 10/15/2021