

The logo for Lewis County, featuring the word "LEWIS" in a bold, green, sans-serif font, with "County" written in a light green, cursive script below it. The logo is set against a blue triangular background in the top right corner of the image.

LEWIS County

A scenic photograph of a waterfall cascading over dark rocks into a river. The scene is framed by trees with vibrant autumn foliage in shades of green, yellow, and orange. In the background, a large stone building is visible.

Qualified candidates are
encouraged to apply for:

COUNTY MANAGER

Starting Salary Range
\$105,000-\$150,000



JOB DESCRIPTION

Directing the administrative affairs for Lewis County, the County Manager works in conjunction with the Legislature to execute on the strategic initiatives of the County while managing the day-to-day general operations. The County Manager works collaboratively with staff, Department leaders, and elected officials, to deliver key public services and form and enhance relationships with other intergovernmental partners to the benefit of the residents of Lewis County.

Budget: **\$62.7 million**

Number of County Employees: **330**

Number of County Hospital Employees: **611**

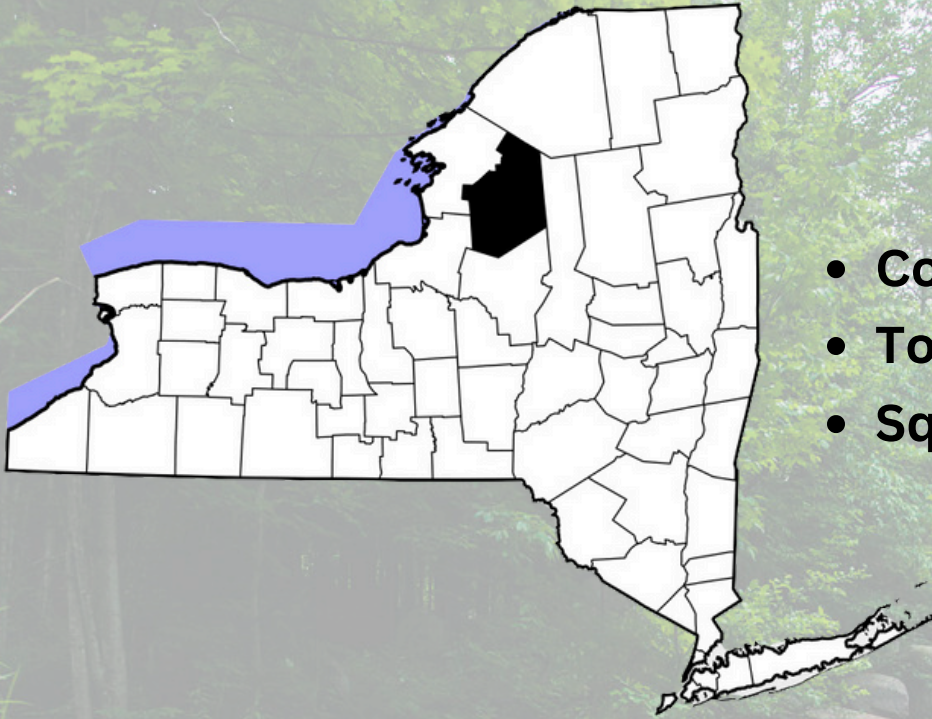
KEY RESPONSIBILITIES AND TASKS

- Advise the Legislature regarding daily operations of Lewis County, including proposal evaluations, policy and procedural recommendations and information gathering to identify ways to best serve the community.
- Serve as liaison between the Legislature, Board committees and individual county departments. Attends regular meetings and conferences of the Legislature and special meetings as directed.
- Serves as the Budget Officer and is responsible for the preparation and administration of the county budget, as well as developing and recommending long-range capital budgets and annual operating budgets under the direction of the Legislature
- Provides support and leadership to department heads, facilitates meetings, and works to address complex or unusual issues and settles matters not covered by policy

MINIMUM QUALIFICATIONS

Master's degree in public administration or business administration and four years of full-time experience in the field of public or business administration which shall include experience in budgeting and financial management OR Bachelor's degree plus six years of full-time experience in the areas defined earlier OR the equivalent.

ABOUT LEWIS COUNTY



- **County Population: 26,582**
- **Towns: 17**
- **Square Miles: 1,290**

Nestled in the scenic region of Northern New York, Lewis County is easily accessible from several major interstates and is only 40 miles south of the Canadian border. Located in the Black River Valley, it is within a day's drive from major Northeast cities, such as New York City, Boston, and Buffalo.

Lewis County has a low cost of living, excellent quality of life ratings, its own county health system, and safe, friendly neighborhoods full of many friendly and welcoming people who are proud to call Lewis County home.





For a full description of the position and application, visit our website by scanning the code or using the link below. Submit applications via website including a cover letter, resume, and list of references.

[Lewis County Job Postings](#)



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NEW YORK