An Opportunity to Lead

THE POSITION

The City Administrator oversees the city's daily operations and municipal resources, including budgeting, financial reporting, human resources, personnel policies, facilities, public works, public safety, parks, and utilities. The position coordinates with the City Council, Public Utilities Commission, department heads, and community members on city operations, economic development, capital improvement planning, grant administration, regulatory compliance, and long-term financial planning.

Salary: $87,713.60 - $128,044.80

MINIMUM QUALIFICATIONS

Bachelor's degree in public administration, business administration, or a related field; or an equivalent combination of education and experience. Three years of experience in human resources, personnel management, finance, or budgeting. Previous experience working in government, with strong analytical and communication skills.

APPLICATION PROCEDURE

To be considered for this position, an applicant's file must be completed and received by November 19, 2026 and must contain:

1. Cover Letter
2. Résumé
3. Formal Application

SELECTION TIMELINE

Application Deadline: November 19
Finalists Selected: November 23
Interviews: TBD
Candidate Selected: TBD

POSITION PROFILE
View the full position profile, job description, and benefits package at mnscsc.org/careers/government or lakecrystalmn.org.

SEND APPLICATION MATERIALS TO
Mike Humpal, CEcD
Manager, Local Government Solutions
South Central Service Cooperative
2075 Lookout Drive,
North Mankato, MN 56003

Office: 507-389-5107
Mobile: 507-236-7651
Email: mhumpal@mnscsc.org

SCSC South Central Service Cooperative
Quality Through Cooperation Since 1976

Confidentiality will be maintained unless applicant is named as a finalist. References will not be contacted until mutual interest is established.