



**MEDFORD**  
OREGON

CITY OF MEDFORD

# City Manager





## The Opportunity

Medford is helping shape the future of Southern Oregon, and we are seeking a City Manager to help lead that effort.

As the largest city in Southern Oregon and the center of a region of more than half a million people, Medford is a community that balances practical achievement with ambitious goals. Our residents have a strong tradition of civic engagement, thoughtful planning, and collaborative problem-solving. We value healthy dialogue, respect diverse perspectives, and work together to move important initiatives forward.

Today, Medford stands at a pivotal moment. Significant opportunities are underway that will influence our community for decades to come. Private and public partners are advancing Creekside Quarter, a transformational downtown redevelopment along Bear Creek. The City is pursuing development of a conference center, evaluating a potential professional baseball stadium, supporting housing expansion, and working with state and regional partners to explore opportunities for medical education in Southern Oregon.

At the same time, Medford is investing in critical infrastructure, including the Regional Water Reclamation Facility upgrade, the South Stage Road Interchange project, and long-range transportation improvements that will support future growth and economic vitality.

Several years ago, residents helped create the [Medford 2040 Vision & Action Plan](#), establishing a community-driven roadmap focused on economic resilience, community connection, safety and wellness, recreation, and the preservation of Medford's unique character. The next City Manager will play a central role in turning that vision into measurable results.

This is an opportunity for a strategic, relationship-focused leader who can build trust, align people around common goals, and guide a growing community through an exciting period of progress and investment.

## The Position

Reporting directly to the Mayor and City Council, the City Manager serves as the City's Chief Executive Officer and is responsible for leading all municipal operations. The City Manager translates Council priorities into action, oversees the implementation of strategic initiatives, and ensures the efficient delivery of services to more than 90,000 residents.

The City Manager leads an executive team that includes a Deputy City Manager, Chief Financial Officer, City Attorney, and Human Resources Director, and nine other department directors. This position is responsible for budget development and administration, organizational performance, economic development initiatives, intergovernmental relations, legislative advocacy, and fostering a culture of accountability, innovation, integrity, and service excellence.

Beyond City Hall, the City Manager serves as an ambassador for Medford, building relationships with regional partners, businesses, educational institutions, nonprofit organizations, and governmental agencies to advance shared community goals.

## The Leader We Are Seeking

The City of Medford seeks an experienced, strategic, and collaborative local government leader who builds strong relationships, inspires confidence, and guides a growing organization through a period of significant opportunity and investment.

The successful candidate brings a proven record of executive leadership in local government and demonstrated experience partnering with elected officials. They effectively balance long-term strategic priorities with the operational responsibilities of leading a complex municipal organization while maintaining a strong focus on service excellence, organizational culture, and fiscal stewardship.

The next City Manager is a visionary yet pragmatic leader who sees beyond immediate challenges to position the organization and community for long-term success. Working closely with the City Council, they translate policy direction into clear priorities and align people, resources, and organizational efforts to achieve shared goals. Thoughtful and forward-looking, they navigate complex issues, balance competing priorities, and communicate a clear sense of direction that inspires confidence among elected officials, employees, and the community.

An authentic and approachable leader, the City Manager builds trust through transparency, accessibility, and consistent communication. They cultivate strong relationships with the City Council, employees, community partners, business leaders, and residents, creating an environment where people feel heard, respected, and valued. A skilled listener and communicator, they embrace diverse perspectives, foster collaboration, and serve as a visible and credible ambassador for both the organization and the community.

The City Manager is an empowering organizational leader who creates accountability, clarity, and stability while fostering a culture of high performance, collaboration, and continuous improvement. They understand the appropriate balance between strategic oversight and operational awareness, relying on the expertise of department directors and staff while ensuring alignment with organizational priorities. Through servant leadership, they develop talent, support innovation, remove barriers to success, and create opportunities for professional growth while consistently delivering results.

Grounded in integrity, humility, and self-awareness, the City Manager is a confident decision-maker who provides candid counsel, communicates difficult messages with respect, and remains steady in challenging circumstances. Politically astute without being political, they understand the dynamics of governance while maintaining objectivity and professionalism. Resilient and committed to continuous learning, the City Manager leads through change, preserves organizational values, and positions the City for continued success.



## The Work Ahead

The next City Manager will help advance several key priorities:

- Continue implementation of the Medford 2040 Vision and Council goals while aligning organizational resources and priorities.
- Lead downtown revitalization efforts, including Creekside Quarter, conference center development, housing opportunities, and business attraction initiatives.
- Strengthen economic development efforts and expand Medford's tax base while supporting business retention and recruitment.
- Support infrastructure investments, such as the Regional Water Reclamation Facility upgrade, the South Stage Road Interchange, and the Transportation System Plan implementation.
- Foster organizational excellence through employee development, innovation, technology adoption, and high-quality service delivery.
- Continue to develop, strengthen, and provide quality leadership to the high-functioning executive management team.
- Build strong relationships throughout the community and region, serving as a visible, approachable leader who brings people together around common goals.

## Qualifications

At least 10 years of progressively responsible leadership experience in local government is required, including a minimum of five years supervising professional-level staff. Prior experience serving as a City Manager, Deputy City Manager, or Assistant City Manager is highly desirable. Candidates should possess substantial experience in municipal budgeting and financial management, along with the ability to evaluate competing priorities, make sound decisions, and effectively communicate those decisions to elected officials, employees, community stakeholders, and residents. Experience in economic development, downtown revitalization, housing initiatives, urban renewal, infrastructure planning, and intergovernmental relations will be highly valued.

A bachelor's degree from an accredited college or university in public administration, business administration, planning, economic development, or a related field is required. A master's degree in public administration, business administration, or a closely related discipline is preferred.

The City recognizes that leadership experience may be gained through a variety of pathways and will consider any combination of education, training, and experience that demonstrates the knowledge, skills, and abilities necessary to lead the organization successfully.

### Residency Requirement

Per the City Charter, the City Manager is required to establish City residency within one year of appointment and must maintain residency throughout their tenure of employment.





## Inside The Organization

Medford operates under the council-manager form of government. The Mayor and eight-member City Council establish policy and long-term community priorities, while the City Manager oversees daily operations and implementation. The City is divided into four wards, each represented by two Councilors, with the Mayor elected at-large.

The City is a full-service municipal organization supported by approximately 750 employees, including 537 full-time employees and additional part-time, temporary, and seasonal staff. Team members serve the community through departments and divisions that include Police, Fire, Public Works, Planning, Parks, Recreation and Facilities, Finance, Building Safety, Human Resources, Communications, Economic Development, Innovation and Technology, the City Attorney's Office, City Manager's Office, and the Medford Urban Renewal Agency.

The City maintains a strong financial foundation and operates under a biennial budget process. For the 2025-2027 biennium, the City Council adopted a budget of approximately \$679.5 million to support essential services, strategic investments, and long-term community priorities.

Medford's mission is simple: to be a fantastic place to live, work, and play. Our culture is guided by five core values: Integrity, Accountability, Caring, Courage, and Teamwork. These values shape how we serve our residents, work with one another, and approach the opportunities ahead.

## The Community

Medford offers an exceptional quality of life, combining economic opportunity, outdoor recreation, cultural amenities, and a welcoming community.

Located in Southern Oregon, Medford enjoys a Mediterranean climate often compared to regions of Southern France and Northern Italy, with four distinct seasons, abundant sunshine, and easy access to mountains, rivers, lakes, forests, and the Pacific Coast. Residents enjoy proximity to Crater Lake National Park, the Oregon Coast, the redwoods, world-class fishing and rafting, skiing, hiking, cycling, and countless other outdoor opportunities.

The Medford International Airport provides regional travel convenience with direct flights to major destinations and is typically less than twenty minutes from anywhere in the City. The community also benefits from outstanding healthcare providers, quality educational institutions, thriving local businesses, and a growing arts and cultural scene.

Medford is known for building things and getting things done. Recent investments such as Rogue X, Lithia & Driveway Fields, The Courts pickleball complex, and other community projects demonstrate our commitment to creating amenities and infrastructure that enhance the quality of life for residents and visitors alike.

Most importantly, Medford is a community that thinks carefully about its future, works collaboratively to achieve shared goals, and welcomes leaders who want to become part of that story.



## Compensation and Benefits

The City Council will negotiate a competitive employment agreement with the selected candidate. The anticipated salary range is **\$250,000 - \$275,000**, depending on qualifications and experience.

In addition to salary, the City offers a comprehensive executive benefits package, including participation in the Oregon Public Employees Retirement System (PERS), health and wellness benefits, paid leave, and other benefits customarily provided to executive-level employees. Relocation assistance and other terms of employment may be negotiated with the successful candidate. Candidates can learn more about the comprehensive benefits package [here](#).



## How to Apply

Beyond qualifications and experience, we are seeking a leader who is excited to call Medford home, become part of our community, build lasting relationships, and help shape our future for years to come.

Applications will be accepted electronically by Raftelis at [raftelis.com](https://raftelis.com). Applicants complete a brief online form and are prompted to provide a cover letter and resume. The position will be open until filled, with a first review of applications beginning **July 13, 2026**.



## Questions

For more information or questions regarding the City of Medford or the City Manager position, please contact Heather Gantz at [hgantz@raftelis.com](mailto:hgantz@raftelis.com).