



# TOWN MANAGER

**TOWN OF CAMP VERDE,  
ARIZONA**

# THE RIVER, THE VALLEY, THE TOWN

Nestled in Arizona's scenic Verde Valley, Camp Verde offers a unique blend of rural charm, natural beauty, and economic opportunity. Located along the Verde River and surrounded by the Prescott and Coconino National Forests, the Town is recognized as both an International Dark Sky Community and a Tree City USA. The Town's strategic location, and strong sense of community make it one of Arizona's most appealing places to live, work, and visit.

Founded in 1865 and incorporated in 1986, Camp Verde proudly honors its Western heritage while embracing thoughtful growth and development. A key community partner is the Yavapai Apache Nation, whose historical ties to the region span centuries. The Nation and the Town maintain a strong collaborative relationship, and an ongoing land exchange with the U.S. Forest Service is expected to generate significant economic opportunities along Camp Verde's primary commercial corridor.

Strategically located at the intersection of Interstate 17 and State Route 260, Camp Verde is approximately 90 minutes north of Phoenix and 45 minutes south of Flagstaff. Residents and visitors enjoy easy access to world-renowned destinations such as Sedona, Jerome, and the Grand Canyon, as well as nearby attractions including Montezuma Castle and Montezuma Well National Monuments. Outdoor recreation opportunities abound, ranging from hiking and camping to fishing and wildlife viewing.



The community is served by the Camp Verde Unified School District, along with charter, Montessori, and private school options. Healthcare services are available through Verde Valley Medical Center in nearby Cottonwood, with additional specialty care accessible in Flagstaff and the Phoenix metropolitan area. Combining a high quality of life, strong community partnerships, and significant growth potential, Camp Verde is an exceptional place to live, work, and lead.

**To learn more about the Town of Camp Verde, please visit**

<https://www.campverde.az.gov>

## QUICK FACTS:

*Population.....12,495 (est)*

*Size.....47 sq. mi.*

*FY 2026-27 Budget.....\$44.2M (GF 14.2M)*

*Town FTE.....113*

# THE ORGANIZATION

Camp Verde operates under the council-manager form of government. The seven-member town council is comprised of six members elected at large on a nonpartisan basis to four-year terms, and the mayor, who is elected directly to a two-year term. None have term limits. The town council sets policy, defines the strategic direction for the town, performs its essential legislative functions (budget, ordinances, etc.), and hires the town manager, town attorney, and town magistrate.

The Town provides a comprehensive range of municipal services, including public safety, street maintenance, water and wastewater utilities, capital improvements, parks and recreation, community and economic development, library services, and general administration.

The Town is committed to upholding its core values of Professionalism, Accountability, Community, and Excellence (P.A.C.E.), which shape its operations, inform decision-making, and foster a high-performing workplace culture.

Key priorities and challenges facing Camp Verde include water sustainability, arsenic treatment, expanding commercial development and the sales tax base, improving healthcare access, maintaining infrastructure and service levels to support growth, increasing affordable housing, and completing the sports complex project.

The Town has secured significant grant funding for major utility infrastructure projects and recently added a Grants Coordinator position to identify and pursue additional funding opportunities, helping support critical projects and alleviate financial constraints.

## THE TOWN MANAGER POSITION

Working under the direction of the Town Council, the Town Manager serves as the chief administrative officer of the organization and is responsible for the effective and efficient administration of the Town's day-to-day operations, as well as carrying out duties prescribed by the Town Code. The Town Manager provides leadership and oversight to a diverse management team, including the Town Clerk, Town Marshal, Human Resources Director, Finance Director, Development Services Director, Public Works Director, Utilities Director, Parks and Recreation Manager, and Library Manager.

The position also serves as the primary point of coordination for contracted service providers and fosters strong relationships with the business community, local nonprofits, school district, Yavapai County, and neighboring jurisdictions. Success in the role requires promoting cross-departmental collaboration, organizational effectiveness, and strategic partnerships that support the Town's economic vitality, operational excellence, and overall quality of life for residents.



# QUALIFICATIONS

A bachelor's degree in public administration, business administration, finance, human resources, or a closely related field, along with at least five years of progressively responsible local government experience, is required. An equivalent combination of education and experience demonstrating similar levels of responsibility and complexity may also be considered. Preferred qualifications include a master's degree in public administration, business administration, or a related discipline; at least ten years of local government experience, including service as a municipal manager or assistant manager; and the ICMA-CM designation.

In accordance with Town Code, the selected candidate must establish residency within Camp Verde town limits in the first 180 days of appointment.

## IDEAL CANDIDATE

The ideal candidate is an experienced and accomplished local government professional who can build upon the positive momentum established by the Town's previous administration. Politically savvy and highly collaborative, the successful candidate will understand the importance of balancing diverse perspectives while maintaining a focus on the community's long-term interests.

Camp Verde is a close-knit community with an engaged and passionate citizenry. As such, the Town Manager must be an attentive listener who is approachable, thoughtful, and analytical, with professionalism, patience, and emotional intelligence to effectively address a wide range of community concerns and perspectives while maintaining a solutions-oriented approach. The ideal candidate will combine confidence with humility, exercising sound judgment, patience, and diplomacy while providing clear and decisive leadership.

The successful candidate will recognize and value the vital relationship between the Town and the Yavapai Apache Nation and will be committed to fostering strong, collaborative partnerships. They will be a person of integrity who cultivates a positive organizational culture rooted in trust, transparency, accountability, and exceptional customer service.

The ideal candidate will understand the opportunities and challenges that accompany growth and will be skilled at balancing the interests of those who support development



with those who wish to preserve the community's existing character.

They will be adept at working with the business community and other key stakeholders to promote economic vitality and enhance quality of life.

The Town Manager must be an effective writer, presenter, and relationship builder, capable of communicating clearly and comfortably with elected officials, employees, residents, business leaders, and community partners. The ability to highlight organizational accomplishments, build public confidence in Town staff, and maintain transparent communication with the community is particularly important. The Town Council values regular updates on key initiatives and projects as an effective tool for keeping residents informed and engaged.

The successful candidate will be highly visible, relationship-oriented, and committed to becoming an active member of the community. Above all, the next Town Manager will be excited about the opportunity to make a meaningful impact, leave a lasting legacy, and embrace Camp Verde as home.



# SALARY & BENEFITS

**The annual salary range for the Town Manager is \$152,442 to \$221,041. Placement within the range is negotiable and dependent upon qualifications. In addition, the Town offers a comprehensive benefits package including:**

- **Retirement:** Town employees are automatically enrolled in the Arizona State Retirement System (ASRS). Employees contribute 12% (pre-tax) and the Town contributes 12% of the employee's gross wages through automatic deduction.
- **Deferred Compensation:** Employees may participate in a tax-sheltered Annuity Plan (457B Plan) through payroll deduction to provide additional retirement income.
- **Medical, Dental, and Vision Insurance** includes a choice of five comprehensive health plans, with 100% employer-paid medical, dental, and vision coverage for employees and up to 90% employer-paid dependent medical coverage on select plans. Additional benefits include Health Savings Account (HSA) options featuring significant employer contributions, in some cases up to the IRS annual maximum, as well as disability insurance and other worksite benefits.
- **Paid Time Off:** Generous paid leave program includes vacation leave that increases with years of service, beginning at 120 hours annually and increasing to 144 hours after five years. In addition, employees receive 11 paid holidays per year and earn paid sick leave at a rate of approximately 40 hours annually. All leave benefits are available immediately upon hire, with no waiting period.
- **Life Insurance:** The Town provides \$50,000 in employer-paid life insurance coverage, with optional voluntary life insurance available for additional protection.
- **Relocation Assistance** may be negotiated for the selected candidate.

# APPLICATION AND SELECTION PROCESS

To be considered for this excellent opportunity, interested candidates must submit a cover letter and an online application before **Monday, September 28, 2026**, at:

**<https://www.governmentjobs.com/careers/campverde/>**

## RECRUITMENT TIMELINE:

Deadline to apply and be considered: Monday, September 28, 2026

Candidates selected for interviews: Early October 2026

In-person interviews: October 2026

***The Town of Camp Verde is an EEO/ADA Employer. Pursuant to the Arizona open records law, an applicant's resume may be subject to public disclosure.***

