



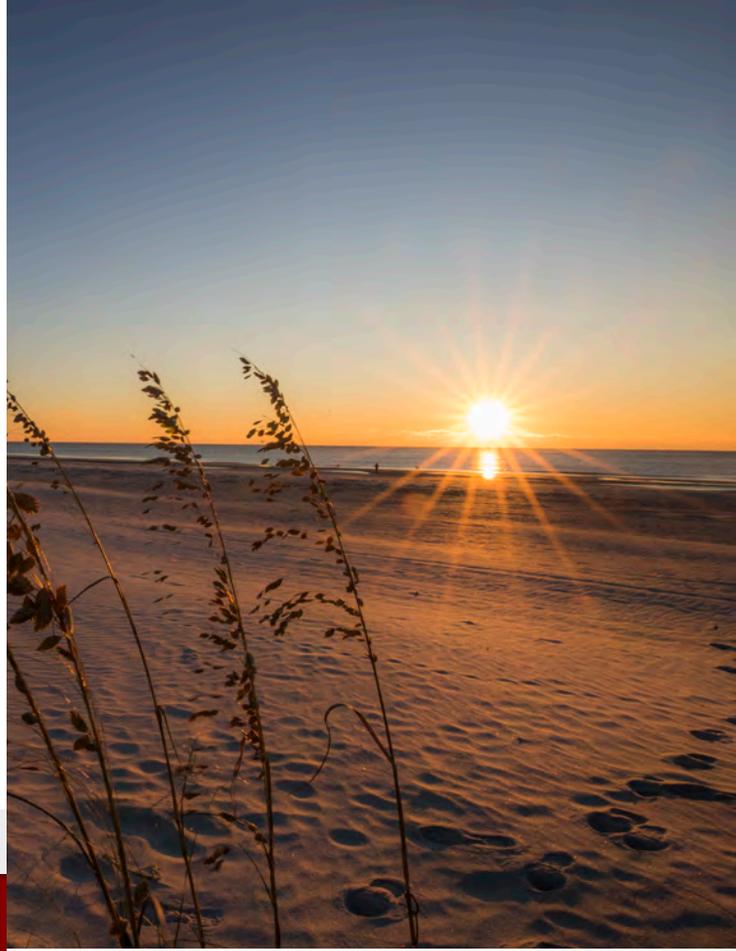
— POSITION AVAILABLE —

TOWN MANAGER | Apply by August 14, 2020

## Welcome to the Town of Hilton Head Island

Hilton Head Island is comprised of several adjacent islands, when considered together constitute the largest barrier island in the southeastern United States. The Town is a marriage of eco-friendly development and nature that is internationally renowned as a world class place to live, work, play, raise a family and retire. It has 12 miles of pristine beaches, extraordinary tree canopy, incredible resorts and dining opportunities, significant culture, and a myriad of outdoor activities. Residents are friendly, welcoming, and imbued with southern hospitality. The quality of life on Hilton Head Island is exceptional in every way. What is not always known or recognized is the Island has its own rich history and culture. Not everything was built in the last 70 years.

While Hilton Head Island may only be 12 miles long by 5 miles wide, it has long been a favorite in the travel industry. It is one of this year's Condé Nast Traveler Readers' Choice award-winning islands and has been voted the #1 Island in the Continental U.S. for four years in row (2016-



2019). Readers of Travel+Leisure Magazine selected it as the #2 Island in the World in 2017.

Hilton Head offers numerous first-class cultural opportunities, such as plays at Arts Center of Coastal Carolina, the 120-member Hilton Head Choral Society, and the Hilton Head Symphony Orchestra, as well as numerous other venues. For lighthearted fun, visit one of Hilton Head's comedy clubs. To learn more about the Island's history and environment, visit the Gullah Museum, the Heritage Library, the Coastal Discovery Museum, Historic Mitchelville Freedom Park, and the Harbour Town Lighthouse Museum and Shop. Some of the many popular cruises include Hilton Head Island Dolphin Ocean Cruise, world's first Mermaid Encounter Boat Tour, the Historic Savannah Cruise from Hilton Head, and the Pirate Ship Adventure on the Black Dagger. A popular way to tour the local waters is with a guided kayak nature tour, or on a rented pontoon boat.

Bird watching, wildlife and foliage are found at the Audubon-Newhall Preserve and at neighboring Pinckney Island National Wildlife Refuge. The latter offers miles of trails and paved paths for biking and hiking. There, you will find alligators, deer, loggerhead sea turtles, manatees, dolphins, and a wide range of bird species.

Exercise is popular, and Hilton Head Island is recognized as one of just 21 U.S. communities to achieve the Gold Level Bicycle Friendly Community Award from the League of American Bicyclists. It offers over 64 miles of public pathways for pedestrians and cyclists. Horseback riding and zip lining offer other opportunities for exercise.

One of the many activities that draw people here is golf. The Island has more than 24 public and private championship courses, many of which are extraordinary and designed by well-known golf architects. Some offer oceanfront views while others are the more traditional parkland courses. In February of this year, Golf Digest named Hilton Head Island as the seventh best "Summertime Buddies Trip Golf Destination." If you like to watch professional golf, PGA's annual RBC Heritage Tournament is held here annually in April. Tennis and pickleball are very popular here.

Local beaches make the Island a destination. The public has access to the shore at: Alder Lane Beach Access, Burkes Beach, Coligny Beach

Park, Driessen Beach Park, Fish Haul Beach Park, Folly Field Beach Park, and Islanders Beach Park. As one would expect, the Island offers numerous other first class active and passive parks including, among others: Chaplin Community Park, Compass Rose Park, Cordillo Tennis Courts, Crossings Park & Bristol Sports Arenas, Greens Shell Park, Hilton Head Park (Old Schoolhouse Park), Jarvis Creek Park, Marshland Road Boat Landing, Old House Creek Dock, Shelter Cove Community Park, and the Betsy Jukofsky Xeriscape Garden. Lowcountry Celebration Park will debut this fall.

For those who want to enjoy a night out, over 200 restaurants, taverns and pubs are found throughout the Island offering the full range of food from hamburgers & bar-b-que to fine dining. Shopping opportunities are many and range from consignment shops to boutiques, farmers markets, and local antique shops.

Of course, the best part of Hilton Head is living here. Residents are friendly and welcoming. Many have come here with their family and stayed for generations. In many ways, it is a small town in the midst of resort style living. Neighbors help their neighbors and volunteerism is amazing. Over 150 non-profits call the Island home. In fact, the resources here are incredible. Yes, there is money, but more importantly, so is expertise and residents who are willing to share it. Many of the Island's residents are highly successful professionals and the breadth of their knowledge and experience is a rare treasure that is freely offered making the community a model of volunteerism.

The median home sales price is just under \$400,000 and properties range from condominiums to single family homes. A nice single-family home in a gated community will cost between \$500,000 and \$600,000. Of course, you can spend more, and in some cases less. Crime is minimal here—41% lower than national average. In fact, anyone moving here will almost certainly be coming from a place with more crime. The public schools here are very good. Hilton Head Island high school offers an International Baccalaureate program and an Arts program. In addition, the Island hosts some excellent private schools. Nearby opportunities for higher education are many. South Carolina boasts 61 colleges and universities, eight of which are historically black and one of which is an all-women's college. Nearby are the University of South Carolina at Beaufort, the Savannah College of Art and Design (SCAD), Savannah State University, and Savannah Technical College.



A bit farther away are Clemson, Furman, the College of Charleston, and the University of South Carolina at Columbia.

When it is time for a day trip, both Savannah (40 miles to the southwest) and Charleston (100 miles to the northeast) are charming destinations. The nearby county seat, the City of Beaufort, is a charming southern town with antebellum homes and an active waterfront. If you want to go further, Hilton Head Island has its own airport with a 5,000-foot landing strip and is served by American Airlines, Delta and United. Savannah/Hilton Head International Airport (45 miles away) is served by Air Canada, Allegiant, American Airlines, Delta, Frontier, JetBlue and United. In normal times, about 9,000 passengers fly nonstop daily to virtually every major U.S. city east of the Mississippi River as well as Dallas, Houston, and Toronto.

As you can see, there is no better place to be the Town Manager than Hilton Head Island. So, if you are an exceptional manager, please dust off your resume and apply!

## History

Hilton Head Island and the waters around it have a long and storied history. Native Americans inhabited the area beginning at least 4,000 years ago, leaving numerous shell mounds. The Island's recorded history began with the arrival of Spanish explorer Francisco Cordillo in 1521. English Captain William Hilton made a short stop here in 1663 and named the island after himself. In the early to mid-1700s, the British navy's H.M.S Beaufort protected Hilton Head from intrusions by the Spanish from St. Augustine. The first crop of Sea Island Cotton was harvested in 1790.

In the late 1700s through the mid-1800s, many enslaved Africans survived the middle passage to reach Hilton Head and other Sea Islands. Isolated from the mainland, these Western Africans were able to preserve their own languages and dialects, and to retain much of their original traditions and culture. More came to Hilton Head as freeman during the Civil War. Here they were able to own land and go to school. The current Island communities of Mitchelville, Stoney, Chaplin, Gardner, Squire Pope, Jarvis, Jonesville, Spanish Wells, Marshland, Grassland, Big Hill, and Baygall were their homes. Mitchelville became the first self-governed freeman's town in the United States. Many of their descendants remain and refer to themselves as Native Islanders, Gullahs, Geechee or Gullah-Geechee.

During the Civil War, Hilton Head Island played a significant role in the North's victory. Strategically located, Union forces captured Fort Walker in late 1861 and used it as a base of operations for the blockade of the South's ports, particularly Savannah and Charleston. By the end of the war, the Island's population had swelled to over 40,000.

When the war ended, and the troops left, Native Islanders survived on subsistence farming. Over the next 80 years, the Island's economy centered on cotton, lumbering, and fishing. At the same time, its population dwindled to about 300 and access to the Island was limited to private boats and a state-operated ferry.

Modern day Hilton Head began in 1956 with the opening of the James F. Byrnes Bridge (which opened the Island to automobile traffic) and the arrival of Charles E. Fraser. To truly understand Hilton Head Island as it is today, you must understand the role of the Native Islanders and Fraser's vision. The latter was a committed environmentalist and his plans called for a gated community that balanced nature with development so that both might thrive. Named Sea Pines Resort, it included Harbour Town (anchored with its lighthouse) as a destination. The development created excitement and drew an immensely diverse, accomplished and creative group of community builders. Sea Pines' success quickly led to other gated communities and Hilton Head Plantation, Palmetto Dunes, Shipyard, and Port Royal soon followed. In all, eight planned units of development (PUDs) were created, each covering at least 500 acres.

While well planned within the gated communities, what occurred outside the gates was somewhat haphazard. In 1983, the Town of Hilton Head Island was incorporated in part to protect the balance between residents, the environment and development. It was to be a lean government that provided limited services and maximum protection for what made Hilton Head Island special. It has been largely successful. In 1987, the Town passed the Land Management Ordinance. In 1992, the Town made its first acquisitions under its Land Banking Program with the purchases totaling 150 acres. As of 2020, over 1,300 acres have been purchased for over \$100 million, and most of the land is undeveloped.

## Demographics

Table 1: Hilton Head Island Demographics

Distribution by Race		Distribution by Age	
White	88.1%	0 to 15	12.0%
Black	7.0%	15 to 25	6.2%
Asian	0.7%	25 to 45	15.9%
Two or More Races	4.2%	45 to 65	30.4%
Total	100%	65 to 85	31.3%
Hispanic Ethnicity (all races)	11.8%	85 +	4.2%
<b>Estimated Population: 39,820</b>			
Educational Achievement (Over Age 25)			
High School or Higher		94.0%	
Bachelor's Degree or Higher		52.8%	
Other Statistics			
Median Age—Hilton Head Island		57.3	
Median Age—U.S.		37.8	
Median Household Income		\$74,117	
Median Household Income—U.S.		\$61,937	
Poverty Rate		11.1%	

Source: U.S. Census Bureau

In reviewing the demographics in Table I, two things stand out. First, many of Hilton Head's residents are older, and second, in spite of being recognized as a world class destination, over 11% of the Island's population live in poverty. In fact, 64% of the children attending the local Boys and Girl Club live in poverty. Something that does not stand out is the Hispanic population is rapidly growing and an important element of the community. (See Table I on page 4 for Hilton Head Island Demographics.)

## Geography

Hilton Head Island is located on the east coast of the United States in the Low country of South Carolina. It is in Beaufort County and on a barrier island in the Atlantic Ocean. It covers a total area of 69.2 square miles (42.4 square miles of which are land and 26.8 which are water). By way of comparison, Manhattan Island, NY, is 33.8 square miles. One bridge links it to the mainland. In all, the Town sports 12 miles of beach and is an average of 10 feet above sea level. By road, it is 40 miles northeast of Savannah, 100 miles southwest of Charleston. Hilton Head Island is 170 miles northeast of Jacksonville, FL, 280 miles southeast of Atlanta, and 250 miles south of Charlotte, NC. See Figure 1 below for more information.



## Climate

Hilton Head Island has humid, warm summers and relatively mild winters. July has an average high temperature of 91°F with lows in the mid-70s. January brings an average high temperature in the low 60s with an average low of 39°F. It gets an average of 48 inches of rain per year. By way of comparison, Florida gets an average of 54 inches while Virginia gets an average of about 40 inches. Snow is extremely rare. Between 1850 and 2020, nine hurricanes have passed through Beaufort County, so they have not been common either. That said, the last was Hurricane Matthew in 2016 and cost \$55 million to clean up. It proved to be an opportunity for the staff to show what they are capable of and the Island was cleared faster than anyone thought possible.

## Commerce

Much of Hilton Head Island's success is based on the development of businesses that cater to visitors (see Table II on top of page 6). During peak tourist season (June 15th to August 15th), the Island may have in excess of 100,000 non-residents on the Island at any given day and most need food, beverage and/or lodging. These visitors include tourists, day trippers, and short- and long-term rentals. The Island has two "shoulder" seasons lasting from approximately May 15th to June 15th and August 15th to October 15th. Winters are also bringing an increased number of visitors, primarily from Canada and the northern United States. Hilton Head is slowly becoming a year-round destination.

## The Government

Hilton Head Island town government's vision can be summarized as "Reinventing Sustainability... Again!" and is focused on seven core values: (1) The relentless pursuit of excellence, (2) Redefining environmental sustainability, (3) Revitalizing and modernizing the economy, (4) Fostering an inclusive and multi-dimensional community; (5) Building a connected and collaborative community fabric, (6) Expounding to embrace an integrated regional focus, an (7) Innovative approaches to create 'right-sized' infrastructure.

The Town utilizes the Council-Manager form of government, and the governing body is a seven-member council. The mayor is elected at large

Table 2: Principal Employers, Hilton Head Island, SC

Employer	Industry	Employees
The Westin Resort	Hospitality	600
Hilton Head Hospital	Medical	525
Beaufort County School District	Education	517
Hilton Head Marriott Resort	Hospitality	400
Cypress of Hilton Head	Hospitality	325
Sea Pines Resort	Hospitality	300
Southwind Management/Spinnaker	Hospitality	300
Greenery, Inc. (Landscaping/Nursery)	Service/Retail	300
Sonesta Resort	Hospitality	300
Bluewater Resort and Marina/Spinnaker	Hospitality	300

Source: Survey Results

while each of the other six council members represent a geographic ward. Elections are held in November of even numbered years and members are not term limited. Currently, one member has served eleven years, two have served eight years, while the others have served six, four, two and one year. All are bright and committed to the best interests of the community. They are collegial and work well together. They are also respectful of the town staff and concerned about its welfare.

The Council appoints the Town Manager and the Town Attorney. Both serve at the pleasure of the Town Council and can be removed by a simple majority vote. The Town Manager is chief executive officer of the administrative branch and is responsible for managing the Town day-to-day affairs. The Town Attorney provides advice on “any and all legal questions which may arise in the course of the administration of the town government, or in the discharge of the duties of their respective offices.”

The Town is in extremely sound financial condition and has an Aaa rating from Moody’s and AA+ from Fitch and Standard and Pools. The FY 2021 General Fund budget is \$42,558,448 and its Total Budget is \$78,619,447. Part of the Town’s success is it has developed a wide variety of funding sources beyond the traditional property and sales tax

streams. Some of these include an electric franchise fee, a hospitality tax on meals and drinks, a beach preservation fee, an accommodations tax, parking fees, and a road usage fee.

The Town was founded on the premise that it would provide limited government and has 255 full time equivalent employees, none of whom are unionized. (See Figure 2 on top of page 6 for the Town’s organizational chart and staffing.)

Police Services are provided by the County Sheriff’s Office while water and sewer are provided by three public utility districts.

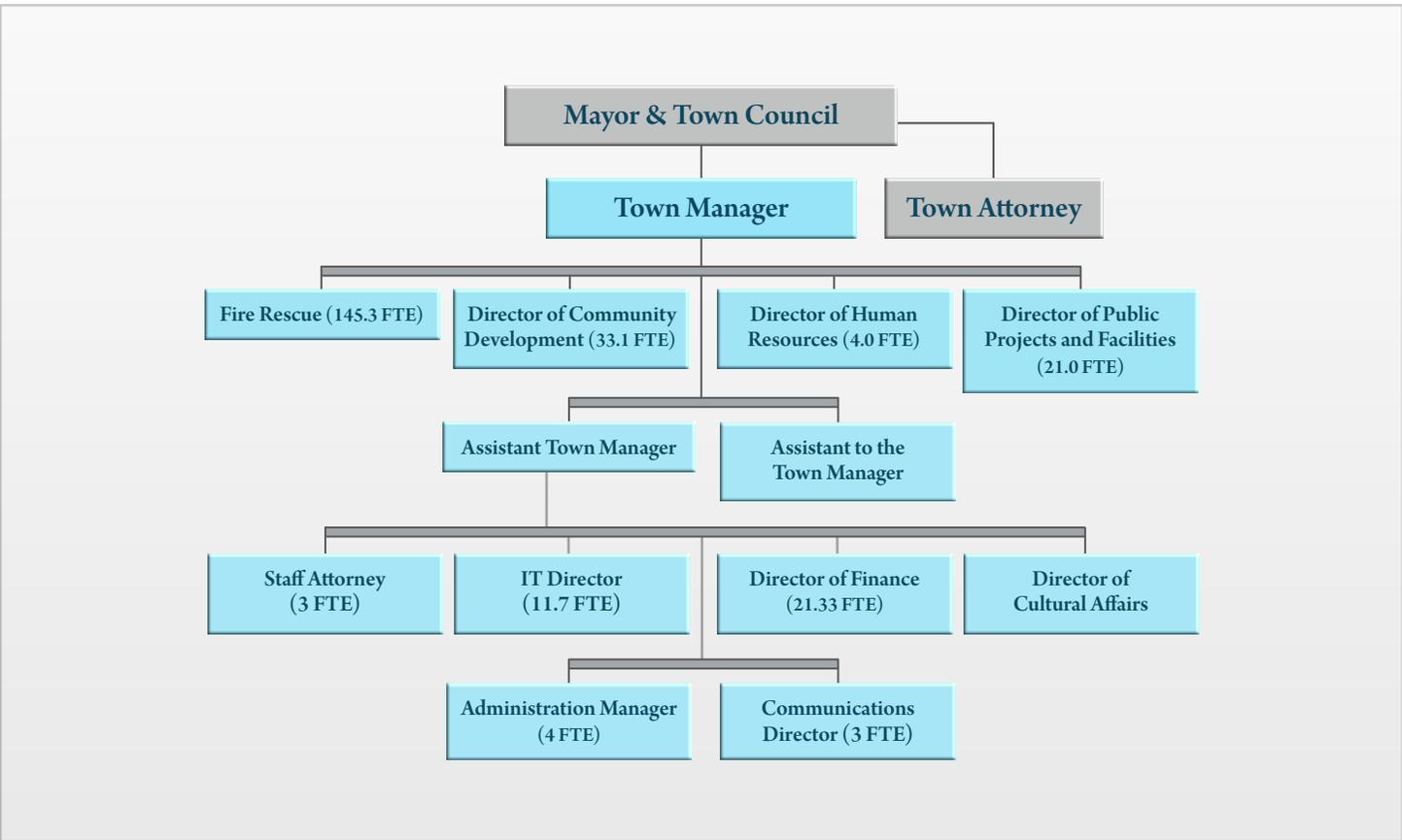
## The Challenges and Opportunities

The Town of Hilton Head Island is financially strong and is fortunate not to have the financial issues many communities have. That said, it is not without challenges. The following challenges and opportunities are the most important but by no means comprehensive. Needless to say, the next Town Manager will be very busy.

First and foremost is implementing the new vision (currently being finalized) for the Island that will enhance Hilton Head’s already outstanding brand while maintaining the Island’s integrity. Virtually everyone recognizes the value of what the Island’s modern-day pioneers created, but after 70 years, the Town has changed. It is no longer the shiny new thing and in some areas is starting to show wear. Keeping it not just relevant but enhancing it as the crown jewel of the southeast will require effort, ingenuity, and collaboration.

The Island has many interests residents (including Native Islanders, retirees, etc.), visitors, resorts, businesses, and developers. The new vision seeks to balance the needs and interests of everyone. Now everyone needs to buy into the vision and the supporting structure put in place. The latter includes changes to the comp plan, infrastructure projects funded, and so on. The good news is, for the most part, it is in their long-range self-interest to do so. No one wants to become a

Figure 1: Hilton Head Island Organizational Chart



crowded tourist town with a board walk surrounded by hundreds of bars, restaurants and tee shirt shops.

Implementing the new vision may run into a few obstacles resulting from the Island’s history. In the Native Island community, for example, it is often difficult to trace the chain of ownership in the cases of many properties. Early, definitive, property ownership records simply do not exist. Thus, it is difficult for property owners to sell properties to third parties and to get mortgages. Additionally, it makes it difficult to obtain right of way for public projects such as paving roads. In other areas, lack of prior planning (outside the gated communities) means “by right” uses have been created and these will likely conflict with the Town’s Vision and strategies. Innovative solutions will need to be found!

A related challenge is the Island’s businesses. Where once businesses flocked here, the recent growth of nearby Bluffton area has created an alternative—an alternative with a larger population base to draw from. Land/office space is generally less expensive. As a result, some of

Hilton Head’s commercial properties are vacant and in need of being re-purposed. The question is how to grow the business base and replace those that are leaving. Further, many of those who work in Hilton Head do not live on the Island and traffic is an issue, particularly going over the bridge. A widening project is underway but that presents other issues. Public transportation needs to be improved. Affordable housing on the Island would be a boon to the Island’s labor force. Another approach would be to increase Hilton Head’s growing population of entrepreneurs. They would also broaden the economic base beyond tourism and resort living.

Another related challenge is not everyone appreciates the interconnected nature of the Island’s different interests. Residents, for example, do not always appreciate the tourists and day trippers who converge on the Island during the summer months. Yes, they clog the roads, fill the beaches, and take up space in the restaurants, but they also bring valuable dollars to the community’s businesses—dollars that allow those businesses to thrive.



The fourth challenge is equity and race. Many in the Island Native community started with very little and still have very little in spite of the spectacular evolution of Hilton Head. The need to move the 133-year-old St. James Baptist Church and Old Cherry Hill School out of the airport’s “runway protection zone” as well as the need to take some land for the upcoming bridge 278 corridor stings. It seems to many Island Natives that they are asked to sacrifice so the more prosperous elements of the community can benefit. While it is not the role of a local municipality practicing limited government to get deeply involved in social issues, it is something to be monitored and addressed whenever possible. The Town is already doing so by slowly paving the community’s dirt roads and helping to bring potable water and sewer to the Island Native communities. That is a start.



The fifth challenge is infrastructure. Virtually all of the utility power and phone lines are underground. Many of the Town’s facilities and infrastructure is aging and stale. These need to be updated and upgraded. Enhancing facilities such as the Historic Mitchelville Freedom Park will be important.

The sixth challenge is the Town’s interaction with the County. Hilton Head Island provides 45% of the County’s revenues but has only 7% of the land and 30% of the population. Establishing the proper balance between what the Town pays for and what the County pays for is contentious now and will likely remain contentious for a while into the future. The County Sheriff, for example, provides police services throughout the County. Recently, the question has been asked why Hilton Head has been contracting for police service when it is free to all other county residents. Similar issues relate to parks and roads.

The seventh issue is the COVID-19. The Town’s finances have been impacted but so far, only to a minor degree. The diversity of its revenue sources has

provided a cushion. There will be, however, other impacts—many of which are yet unknown. For example, the County School District recently announced in order to accommodate the pandemic and current health guidelines, it will go to split sessions this fall—half the students will come in the morning and half in the afternoon. Many residents and employees depend on the schools to take care of their children while they work. Only having that care for half a day may be an issue for many of them. As the pandemic proceeds, it is likely more of COVID-19's impacts will become apparent.

Finally, longer term, climate change will present more challenges. Sea level rise will impact the beaches. A warmer Atlantic Ocean will lead to a longer storm season and a more active season. The impacts of these events have not been fully studied, and even if they were, the science is changing, and the impacts cannot be fully projected at this time. As a result, the strategy to deal with them will need to be fluid.

## The Ideal Candidate

Hilton Head Island is an exceptional place and is looking for an exceptional leader and manager. The individual will be a true professional and visionary with a passion for quality. He/she will be a community builder with a focused vision based upon broad community and bring everyone together to create a better place—not on maintaining what gives the Island its already stellar reputation. He/she needs to be someone who wants to take Hilton Head to an even higher level. Nothing short of being recognized as the best in every way should satisfy the next Manager as that is what the Town's elected officials, residents, and businesses expect. A maintainer/sustainer will fail here.

One of the unique aspects—indeed, attractions—of the Island is the community's affinity for the environment. As such, the next manager should be a committed environmentalist and someone who is always thinking about how to protect it for the long term. To him/her, a boardwalk will not be a road through the woods, but a pathway that bends around the trees. At the same time, the individual will be well educated and willing to leave his/her comfort zone. Hilton Head Island is a cross section of the world. While it may be a relatively small town in terms of population, it is not in terms of mindset, culture, and diversity.

The ideal candidate will partner with the Town Council as a supporter and a trusted advisor. He/she will recognize that everyone brings something to the table and appreciate input. As noted, there is a wealth of talent on the Island ready to be tapped further. The Council does not want a “yes” person but someone who is strong—someone who give his/her opinion diplomatically and in the right place at the right time. The individual will be comfortable telling the Council what it needs to hear, not what it wants to hear, and he/she will support it with facts. Being able to speak truth to power (whether it is the elected officials or elements of the community) will be expected and valued. The manager will understand politics but not become involved in them.

Critical thinking will be important. The next manager will need to bring a fresh set of eyes to the Island. The government is very well run, but it has had the same manager for 26 years. The new Manager will constantly ask why, and expect well-reasoned responses, not that we have always done it this way. The current processes may be the best way, but they need to be proven to be the best way and everyone understands why. He/she will also ask, “Do we have the right people in the right places doing the right thing in the right way?”

Personally, the Manager will be intelligent, bold, upbeat, friendly, outgoing, organized, positive, and responsive—someone with a “can do” attitude and who is fun to work with. A sense of humor will be important and quite useful in diffusing the occasional tense situation. He/she will also be practical, resolute yet flexible, consistent, cheerfully persistent, high energy, values-driven, and a leader—not a bureaucrat. While respecting process, the individual will have a healthy sense of impatience and expect simple, straightforward answers to questions. Being completely honest and having the utmost integrity will be critical. Knowing who you are as the manager, being confident in who you are, and being authentic will matter a great deal. Residents will see through a phony in a heartbeat.

The next manager will have excellent oral and written communication skills. He/she will recognize, however, that the most important aspect of communication is often listening—truly hearing what others have to say and making everyone feel their views are understood. Being respectful and not condescending will matter a great deal. Being clear

and concise as well as having outstanding presentational skills will be important as the Manager will need to represent Hilton Head's interests on the Island, in the region, at the state, in Washington, and on Wall Street.

The individual will be approachable and be in every part of the Town. Managing from behind a desk is not an option. The best candidate will be someone who can and who will help bring the community to consensus. As noted, the Island has some very diverse interests and bringing them together will be the key to ensuring Hilton Head Island's future. He/she will realize that giving the credit to others is the best way to get things done.

The Manager will constantly seek ways to make the government more responsive and inclusive. Customer service will not be just a catchy phrase but a core principle and a way of life. Hilton Head Island is a place where residents have high expectations and nothing less than first class service. The individual will lead by example and diligently work with businesses and citizens to resolve their issues.

The ideal candidate will inspire confidence, be a team-builder, delegator and someone who encourages an environment where creativity will flourish. The individual will be a talent scout with a sixth sense for determining who is the right person for a job. He/she will then mentor and have the self-confidence to step back and let staff members perform their duties and achieve their assigned goals. The best candidate will give assignments, set broad performance parameters, and step back. At the same time, the Manager will expect results and hold employees accountable. An eye for detail will be important. When all is said and done and it is time to make a decision, the Manager will not hesitate. All in all, there is a great deal to do in Hilton Head and the new Town Manager will leave much of the day-to-day operations to his/her senior staff so he/she can focus on Hilton Head's future and on improving the quality of life for all the Town's residents.

The individual will strongly believe in transparency. She/he will also be very open and approachable. The ability to anticipate/resolve issues before they become problems is critical. Good judgment and common sense are essential. Other important characteristics are experience managing in lean times, and the ability to work with all types of media.

In particular, the ideal candidate will be savvy in the use of both traditional media and social media. He/she will recognize both the good and the harm social media and naysayers can do. When confronted with negativity, the Manager will stand up politely and correct the record.

Truly caring about people and experience working with other races and ethnicities will be critical. She/he will understand the importance of cultivating a climate that relishes a diversity and respects history.

In terms of specific skills, the individual will have a demonstrated track record of achievement in management, negotiation, finance, and economic development/redevelopment. Experience collaborating and working with business interests and local non-profits will be important. Skill in intergovernmental relations will be critical and the Manager will work with regional and national actors to find solutions. Emergency management experience is required as is being able to remain calm and low-key in sea of turbulence. While significant storms may be infrequent, the Town wants a steady, experienced hand on board so it will be prepared for the next one. South Carolina experience is a plus as is experience living in a community that blends owner occupied homes with resort living.

The selected candidate will be expected to make a commitment to Hilton Head. This position should not be viewed as a stepping stone but is indeed a gem in its own right. The Town hopes and expects the Next manager will honor the prior manager's passion for the Town and ideally stay a long time.

## Compensation

The salary range is \$158,000 to \$245,000. The following benefits are also provided: (1) a 401(k) with up to an 11% Town contribution (the base Town contribution is 5% and it will match up to 6% in contributions by the Manager - 100% on first 4% and 50% on next 4%); (2) social security; (3) medical, dental and vision insurance as well as short and long term disability insurance plus life insurance in the amount of the manager's annual salary, all at no cost to the Manager; (4) an annual HRA contribution of \$800; (5) a car allowance of \$800/month; and (6) a relocation allowance. Some other, less significant benefits are also available. Finally, the Town has, in the past,



offered the Manager a 457 plan in addition to the previously outlined retirement benefits.

### The Most Recent Town Manager

The current Town Manager is retiring after 29 years with the Town and 26 as the Manager.

### Residency

The Town Manager is required to be a resident of Hilton Head Island per the Town Charter. The Town Council has the right, however, to make an exception to the residency requirement by an affirmative vote of at least five (5) members in the event of unusual circumstances.

### How to Apply

E-mail your cover letter and resume to [Recruit33@cb-asso.com](mailto:Recruit33@cb-asso.com) by August 14, 2020. Questions should be directed to Colin Baenziger at (561) 707-3537 or Steve Sorrell at (513) 317-0678.

### Internal Candidates

There may be one or more internal candidates. Call for more information if that is a consideration.

### Confidentiality

Until disclosure is required by the South Carolina Freedom of Information Act, candidate's names and information relating to candidates will not be released absent permission from the candidate. The law also says, "materials relating to not fewer than the final three applicants under consideration for a position," are public records and are not exempt from disclosure.

## The Process

Applications will be screened between August 15th and September 13th. Finalists will be selected on September 14th. A reception and interviews will be held on October 1st and 2nd. The next manager will be named shortly thereafter. Precise details related to in-person events will be determined closer to the time of those events and may be impacted by COVID-19.

## Other Important Information

The Town of Hilton Head Island is an Equal Opportunity Employer and strongly encourages women, minorities, and veterans to apply.

## Additional Information

For additional information about the town visit:

[www.hiltonheadisland.org](http://www.hiltonheadisland.org)

[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

[www.CultureHHI.org](http://www.CultureHHI.org)

[www.islandreccenter.org](http://www.islandreccenter.org)

[www.bcs0.net](http://www.bcs0.net)

[www.rbcheritage.com](http://www.rbcheritage.com)

[www.hhiconcours.com](http://www.hhiconcours.com)

