

Slavin Management Consultants

TAZEWELL COUNTY, ILLINOIS

COUNTY ADMINISTRATOR



*The Mission
of Tazewell County
government is
to provide services
authorized by law
through
responsible steward-
ship of available
resources
keeping the people
first in all decisions.*

ABOUT TAZEWELL COUNTY, ILLINOIS

Tazewell County, seated in Pekin, is located in central Illinois on the Illinois River adjacent to Peoria County. In fact, in 1827, the County was formed out of Peoria County. It is part of the Peoria-Pekin Metropolitan Statistical Area, which has an estimated 2010 population of 352,164. Tazewell County's 2010 approximated population was 135,394.

Covering 658 square miles, Tazewell County is among the largest counties in Illinois. Tazewell County is about halfway between St. Louis and Chicago. Either city can be reached within a 2 1/2 hour drive.

Tazewell County is an attractive blend of urban and rural. Schools in the County are excellent - many are tops in the State. The County is home to a community college (Illinois Central College) and Bradley University is across the river in Peoria. The largest city in Tazewell County is Pekin with a population of more than 34,000. Other cities in the County are Delavan, East Peoria, Morton and Washington.

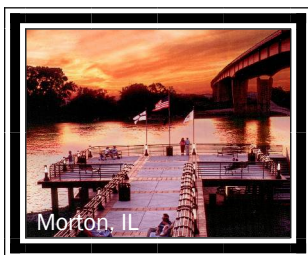
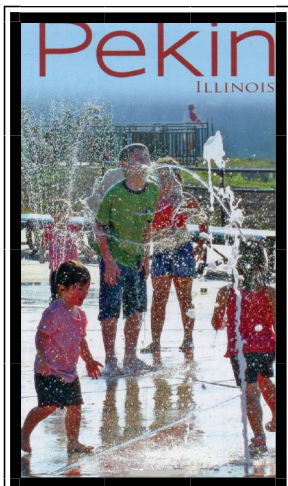
Incorporated villages in the County include Armstrong, Creve Coeur, Deer Creek, Goodfield, Green Valley, Hopedale, Mackinaw, Marquette Heights, Minier, North Pekin, South Pekin and Tremont. These cities and villages range in size from a few hundred to over 34,000.

Agriculture is a vital component of both Tazewell County's history and current economy. It is ingrained with the County's identity and way of life. Seventy-eight percent of the County's land area consists of farmland, and agriculture is poised to remain one of the County's defining industries.



Tazewell County offers something for everyone. There is a strong commitment to maintaining high quality of life within friendly and welcoming communities. The County and the region also provide great cultural, sporting and recreational amenities.

Tazewell County provides a hometown feel in the middle of a growing, progressive region with a strong employment base and plenty of amenities to complement the rural landscape. Individuals can enjoy the services and benefits of traditional urban services and the peaceful, quiet countryside of rural life.



THE COUNTY GOVERNMENT

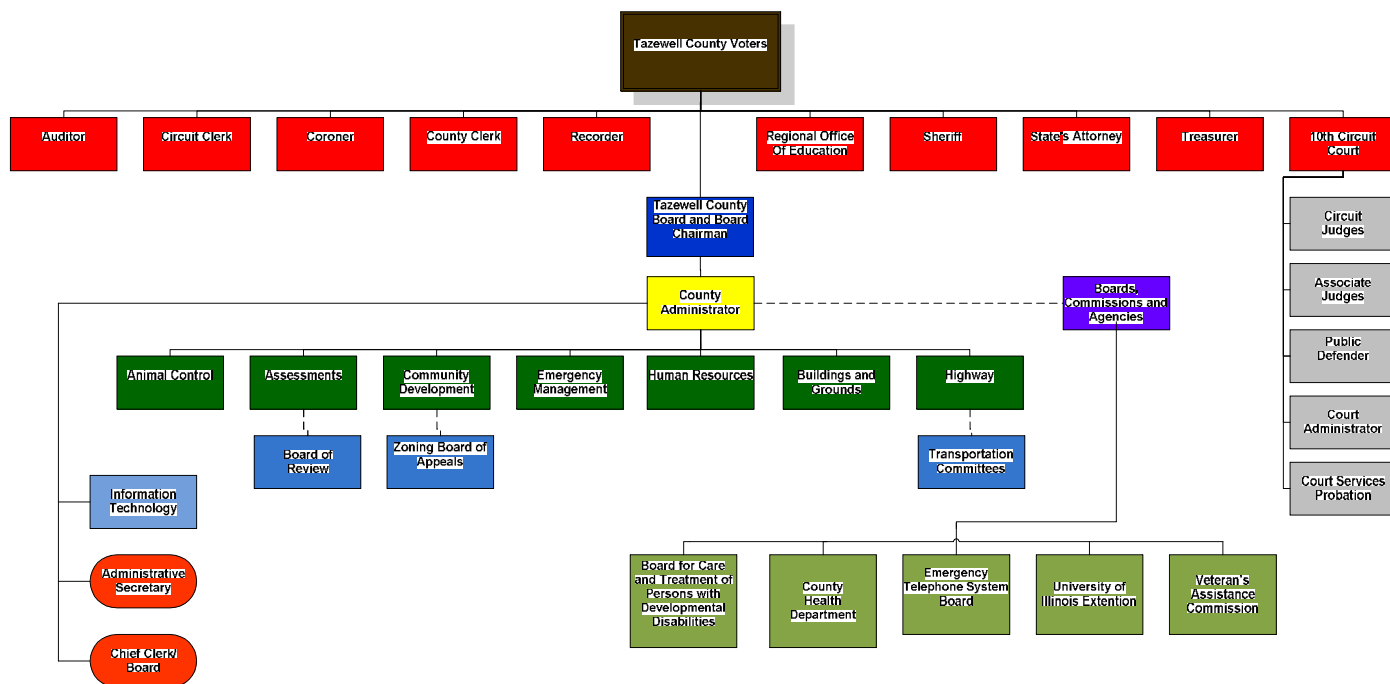
Tazewell County operates under the Board/Administrator form of government. The legislative powers of the County are vested in a twenty-two member County Board. Board members are elected by district, on a partisan basis, to four-year overlapping terms. The Chair of the Board is elected at-large. The Board functions under a "committee system." The Board Chair appoints members to these committees. There are six standing committees: Executive and Risk Management, Health, Human Resources and Finance; Land Use; Property; and Transportation. The regular meetings of the full Board take place monthly. Committee meetings take place through out the month.

Other elected Tazewell County officials are the Auditor, the Circuit Clerk, the Coroner, the County Clerk, the Recorder, the Regional Office of Education, the Sheriff, the State's Attorney, the Treasurer and Judges.

The County Board appoints the County Administrator who serves at the Board's pleasure. With County Board approval, the Administrator appoints and removes and has full administrative authority over all personnel in positions under the jurisdiction of the Board except as otherwise prescribed by State Law. Functions under the County Board include: Animal Control, Assessments, Community Development, Emergency Management, Human Resources, Buildings and Grounds, Highway and Information Technology. In addition, the County Administrator serves as the Board's representative to all departments, including those administered under elected officials, for budget and "co-employer" labor matters.

Tazewell County has no debt and has the fourth lowest property tax rate in Illinois. The 2012 County Budget is \$56,200,000. There are 520 full and part time County employees and seven (7) recognized employee bargaining units.

ORGANIZATIONAL CHART



COUNTY BOARD MEMBERS

County Chairman, David Zimmerman		
DISTRICT ONE	DISTRICT TWO	DISTRICT THREE
Joyce Antonini	James Carius	John Ackerman
Nancy Proehl	Jim Donahue	K. Russell Crawford
Darrell Meisinger	Brett Grimm	Paul Hahn
Rosemary Palmer	Dean Grimm	Michael Harris
Sue Sundell	Lincoln Hobson	Terry Hillegonds
Jerry Vanderheydt	Timothy Neuhauser	Caroll Imig
Terry Von Boeckman	Greg Sinn	Melvin Stanford

COUNTY ADMINISTRATOR REQUIREMENTS AND CHARACTERISTICS

QUALIFICATIONS: The County Administrator shall be a person having demonstrated professional, administrative and executive ability as shown by extensive experience in county, municipal or non-government employment in position(s) requiring the planning and execution of administrative operations; budgeting and control of revenue and expenditures; coordination and leadership of diverse departments and functions; the service to elected and/or appointed boards, commissions, councils or their equivalent; providing staff support to a policy making body; planning and executing annual operating, capital and personnel budgets; administration of or overseeing employee benefit programs; active participation the collective bargaining process; demonstrating excellent oral and written communications skills; human relations and consensus building strengths; and labor relations skill and abilities.

EDUCATION and/or EXPERIENCE: This level of experience is typically demonstrated by a Master's degree in Public Administration from an accredited college or university combined with extensive experience in increasingly responsible positions requiring the planning and execution of administrative operations in complex public or private organizations similar in size and scope as Tazewell County.

CERTIFICATES, LICENSES, REGISTRATIONS: Membership and/or activity with a related professional organization such as the International County/City Management Association (ICMA) or equivalent are desired. The County Administrator is required to reside in Tazewell County.

Required Leadership Style and Management Characteristics

- Responsive to Board members— communicates with all members promptly, equally and evenhandedly;
- A strong administrator who is not afraid to make recommendations to the Board;
- Strong in finance and budget;
- Sensitive to employees, delegates effectively but is not afraid to “jump in” as needed— able to make tough decisions when needed;
- Is a strategic thinker who sees the “big picture;”
- Is accessible and visible in the community, projecting a positive image on behalf of the Tazewell County Board;
- Values intergovernmental relations and will establish and maintain cooperative relations with local villages, cities and townships;
- Stays abreast of federal and state legislative issues that could affect Tazewell County;
- Stays professionally and technically current; and
- Politically sensitive but apolitical.



ISSUES AND OPPORTUNITIES (NOT PRIORITIZED)

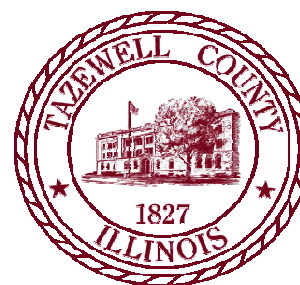
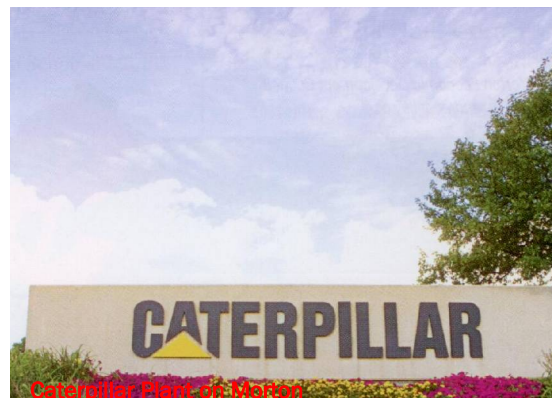
- Tazewell County needs to invest in Technology - technology platforms County-wide are in need of upgrade.
- The current recession has had a serious affect on Illinois State government finances which has negatively impacted finances at the local government level in a variety of ways including the imposition of unfunded mandates.
- The County Board expects their next County Administrator to facilitate a strategic plan for Tazewell County.
- The Board would like the next County Administrator to initiate a comprehensive review of County ordinances, procedures and processes to ensure that they are current, adequate and relevant.
- The County has an uncapped closed landfill which needs to be brought into conformance with environmental regulations.
- Tazewell is a tax-capped county and can only raise its tax levy 5% annually or the rate of inflation which ever is lower.

TO APPLY:

Please submit your cover letter and resume by
December 27, 2011 to:

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