



# CITY ADMINISTRATOR CITY OF VENUS, TEXAS



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# THE COMMUNITY



Conveniently situated in the south-central area of the DFW metroplex in Johnson and Ellis Counties, the City of Venus is 30 miles southwest of Dallas and 30 miles southeast of Fort Worth, with all the employment, education, sports, and entertainment opportunities these cities have to offer. Venus is home to 5,123 residents who enjoy a high quality of life in a friendly, comfortable, small-town setting.

Venus is the fastest growing city in Johnson County due to its proximity to Dallas and Fort Worth, and it is a family and small-business friendly community. The City offers an abundance of new and affordable homes, with 2,100 single-family lots currently pending. Major employers in the area are MTI Sanders Estes Unit and Rival Redi-Mix. Venus is home to the world's leading premier custom locker company, Longhorn Lockers, whose growing list of clients includes the Dallas Cowboys, Alabama Football, UT Football, Kentucky Basketball, and many more.

Venus' picturesque, historic town square has been used for filming several movies and TV shows. The 1967 film *Bonnie and Clyde* was filmed in the same building that the duo robbed in the 1930s. Other favorites, such as *"Walker, Texas Ranger"* and *"Born on the Fourth of July,"* have been filmed in Venus. The City takes pride in the small-town atmosphere of its Original Town district, and while the district is now undergoing rebuilding, the City continues to strive to preserve its small-town architecture. Venus' new Planning & Zoning Commission is updating the City's comprehensive plan while staying ahead of and effectively managing the growth.

The City hosts a variety of annual events, including Hometown Celebration, Christmas on the Square, Homecoming Parade, Trunk or Treat, and Venus Night Out. Popular recreational activities can be found at Fielder Park (with baseball fields, a basketball court, and picnic tables) as well as Shana Park and Venus Civic Center. Casa Jacaranda, a local favorite restaurant and one of DFW's finest, is located on the Venus town square and offers renowned and authentic Mexican food.

Area students are served by Venus Independent School District (VISD), with a total enrollment of 2,200 students in grades Pre-K through 12 across four campuses. VISD reinforces community responsibilities, solid work habits, and soft skills to students every day, ensuring they are prepared for the world after high school. The VISD approach is based on student need, focusing on the learning of the individual student. The District also prioritizes partnerships with parents and the community at-large in a caring culture of collaboration. VISD offers a wide variety of athletics and special activities, including fine arts, band, choir, theatre, Technology Student Association, FFA, football, softball, baseball, drill team, cheerleading, tennis, soccer, marching band, golf, NHS, power lifting, track, and cross country.

For those seeking higher education, Navarro College, Hill College, and Southwestern Assemblies of God University (SAGU) are nearby.

The City has a median household income of \$56,580 and an average home value of \$193,500.

## GOVERNANCE AND ORGANIZATION

The City of Venus is a Type A general-law city municipality. The Council consists of five Council members and the Mayor. Each member is elected at-large and serves a two-year term, with no term limits. The City hires a professional City Administrator to oversee the day-to-day operation of the City. The City Administrator serves at the will of the governing body and is responsible to the governing body.

The City has an A+ Bond rating, a total of 25 employees, a total fiscal year budget of \$6.6 million, and an ad valorem tax rate of \$0.869918.



# IDEAL CANDIDATE



The City of Venus is recruiting an innovative and highly ethical City Administrator to lead the City into the future. The ideal candidate is an experienced manager with a strong background in governmental budgeting and financial management, as well as experience in economic development.

The chosen candidate will be a growth-minded individual who has had a long tenure with other communities and experience in smaller cities or communities, with a strong background in a growing community. The City is looking for someone who has experience dealing with strategic plans and masterplans. Exceptional leadership and organizational skills are required, in addition to project management skills.

The new City Administrator must be able to quickly assess the current position of the City and focus on future needs and determine how those needs can be addressed in the most cost-effective manner. Staying abreast of current issues that impact local government and developing and maintaining effective partnerships with all levels in the organization will be essential.

The chosen candidate will be a diplomatic, honest, and transparent people person and a good listener who can work well with the school system, be supportive of the Council and staff, and share the same vision as the citizens of Venus. The City Administrator should be politically astute, but never political, and must be passionate about public service.

The City is looking for a candidate who will communicate effectively with Council and work harmoniously with all departments. The ideal candidate will be passionate about the community and excited to participate both professionally and personally.



# EDUCATION AND EXPERIENCE

The selected candidate must hold a bachelor's degree in a related field. A master's degree and three-five years of experience as a city manager or assistant city manager of a larger city are preferred. In lieu of a master's degree, a combination of experience and education that meets the criteria of the position will be considered.



# COMPENSATION AND BENEFITS

The City offers a competitive salary, dependent upon qualifications and experience. The City also provides a phone, insurance (100% paid by City and 75% paid for dependents), and an HRA card provided with unused funds rolled over from the prior year to the next. The City participates in TMRS with a 7% contribution by employee, and the City matches 2 to 1.

# APPLICATION PROCESS



Please apply online at: <http://bit.ly/SGRCurrentSearches>

For more information on this position contact:

**Margie Rose, Senior Vice President**

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361-813-8599

This position is open until filled. To view the status of this position, please visit:

<http://bit.ly/SGRCurrentSearches>

The City of Venus is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.

## RESOURCES

City of Venus  
[cityofvenus.org](http://cityofvenus.org)

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