



CITY MANAGER

Desired Starting Salary:
\$315,000 - \$365,000 DOE/
DOQ

Waco, Texas



Are you an experienced municipal executive with proven leadership and strategic vision? If so, apply to be Waco's next City Manager!

The City seeks a strong, relationship-driven leader with demonstrated abilities in:

- Economic development acumen and understanding of development processes
- Skilled problem-solving and negotiation, with a record of creative and entrepreneurial solutions
- Experience with Public-Private Partnerships (P3s)
- A calculated, risk-tolerant management philosophy
- Ability to manage growth while preserving community culture

Waco is *"A City to Believe In"* – read on to learn more about this opportunity!

ABOUT THE COMMUNITY

Waco, Texas, ideally located along the I-35 corridor between Dallas and Austin, is home to more than 140,000 residents and serves as the county seat of McLennan County. Known as the “Heart of Texas,” Waco offers a welcoming lifestyle with rich history, cultural attractions, and economic vitality.

The city features premier destinations such as the Magnolia Market at the Silos, Cameron Park Zoo, Dr Pepper Museum, Waco Mammoth National Monument, and the Texas Ranger Hall of Fame and Museum. Outdoor enthusiasts enjoy 60 city parks, Lake Waco Wetlands, and miles of trails for hiking and biking. Waco is also a regional hub for higher education, anchored by Baylor University, Texas State Technical College, and McLennan Community College.

Historically a trade and agricultural center, Waco’s economy today thrives on manufacturing, healthcare, higher education, and tourism. National media regularly highlight Waco as one of Texas’ top travel destinations, and the city has been recognized as both a Film Friendly and Music Friendly Certified Community.

GOVERNANCE & ORGANIZATION

Waco is a home-rule city that operates under a council-manager form of government. The City Council is comprised of the Mayor, elected at large, and five members elected from single-member districts, each serving two-year terms.

The City provides a full range of municipal services including Airport, Destination Marketing Organization, Development Services, Economic Development, Fire & Emergency Management, Health Services, Housing, Library, Municipal Court, Neighborhood Engagement, Parks & Recreation, Police, Public Works, Solid Waste, Utilities, and the City-operated Cameron Park Zoo. The City has a strong Financial Management Policy that guides the operation and delivery of quality City services, contributes to excellent AA+ and Aa1 bond ratings, and maintains an unassigned fund balance of 28% of budgeted revenues in the General Fund.



POPULATION
140,000+



MEDIAN HOUSEHOLD INCOME
\$56,548



MEDIAN HOME VALUE
\$228,537

AVERAGE MONTHLY RENT
\$1,254



ABOUT THE JOB

The City Manager's Office provides executive leadership, oversight, and coordination of all City departments and services. Reporting directly to the City Council, the City Manager is responsible for planning, directing, and reviewing all administrative activities and operations of the City.

Key responsibilities include:

- Participates on community boards and professional committees; stays abreast of new trends in municipal administration
- Preparing for and attending Council meetings and workshops
- Leads the preparation and administration of the City's budget
- Negotiating contracts and analyzing special requests
- Selecting, training, and evaluating senior management personnel
- Developing policies and procedures, and ensuring financial integrity

The City Manager represents Waco's interests to residents, partner organizations, and other levels of government, while providing highly responsible and complex policy advice and administrative support to the Mayor and City Council.

ORGANIZATION QUICKFACTS



EMPLOYEES

1,780+

(Fire employees - Collective Bargaining Agreement
& Police employees - Meet & Confer Agreement)



TOTAL OPERATING BUDGET:

\$649.8

MILLION

CIP BUDGET:

\$134.2

MILLION

WACO VALUES

- Promote fairness and respect in all we do
- Provide excellent and innovative services
- Serve with integrity
- Focus on teamwork
- Invest in people

STRATEGIC GOALS

- Support a high-performing City government
- Create a culture of fairness and respect
- Enhance quality of life
- Facilitate economic development
- Improve infrastructure
- Provide a safe and resilient City
- Support sustainability

CHALLENGES & OPPORTUNITIES:

Waco Downtown Redevelopment Project:

A comprehensive 12 to 20-year transformative initiative led by the City of Waco in partnership with the Hunt Development Group to revitalize downtown Waco into a vibrant, mixed-use urban area. [Learn more](#)

Capital Project Management/Financing:

The City is pursuing significant capital infrastructure initiatives, including an extensive Street Reconstruction/Maintenance Program, which may require a future bond referendum.

Succession Planning:

The successor City Manager will be expected to help champion the organization's succession planning programs to develop the next generation of municipal workforce to ensure organizational capacity and the delivery of superior governmental services.

Town-Gown Relationships:

With Baylor University, Texas State Technical College, and McLennan Community College and their roughly 33,000 students, a City Manager who is skilled in "Town-Gown" dynamics is desired to nurture Campus-City-Community relationships.

[Full Job Description](#)

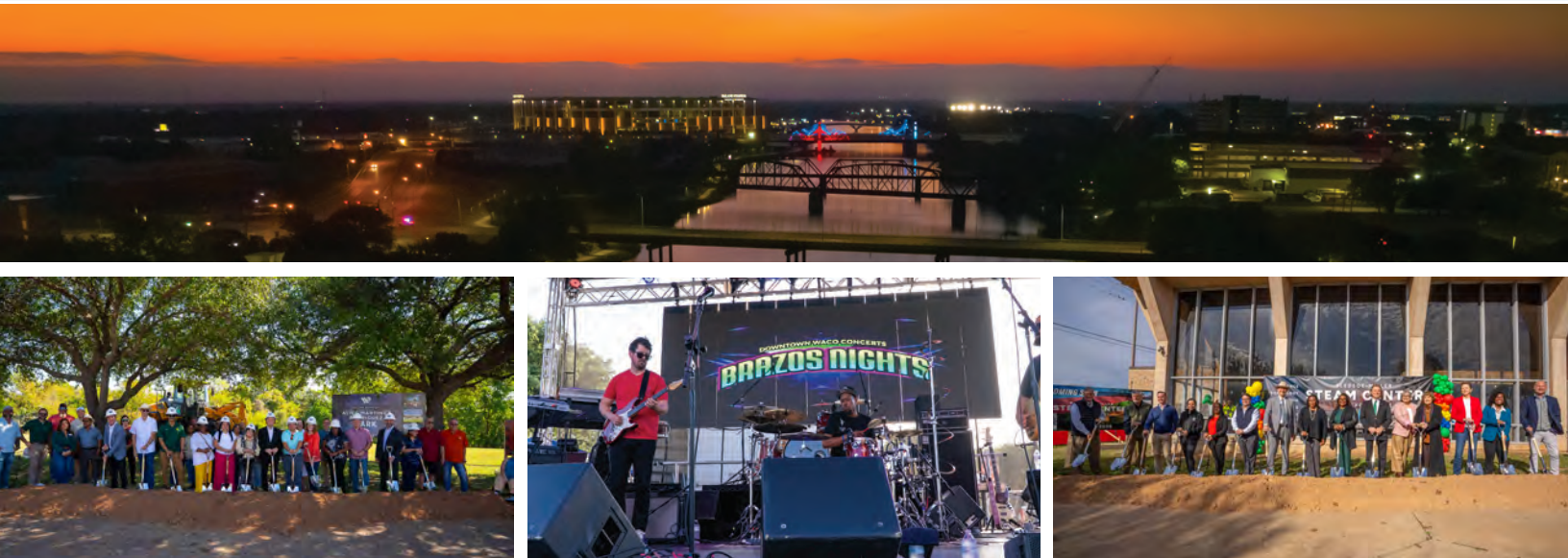


THE IDEAL CANDIDATE

The ideal candidate will be an experienced, relationship-driven municipal leader with strong interpersonal skills, integrity, and a collaborative style. S/he will be a visionary, consensus, and coalition builder who understands the details of municipal operations, sets achievable goals, and serves as a visible champion of customer service and community engagement.

The successful candidate will:

- Build trusting and productive relationships with the governing body, staff, and community stakeholders.
- Demonstrate experience managing and leading a regional city.
- Be comfortable in a highly visible position and becoming part of Waco's professional and social fabric.
- Serve as a coach and mentor, encouraging the professional development of employees.
- Foster interdepartmental communication, collaboration, and accountability across the organization.



EXPERIENCE & QUALIFICATIONS

Required:

- Bachelor's degree in Public Administration or related field
- Seven years of experience at a Director or Assistant City Manager level in municipal government, or an equivalent combination of education and experience
- Valid Texas Driver's License or ability to obtain
- Residency within the City of Waco following appointment

Preferred:

- Advanced degree in Public Administration or related field
- Experience as City Manager, Assistant City Manager, or Department Head in comparable sized community
- Knowledge of collective bargaining and Texas municipal law

SALARY & BENEFITS

- **Compensation:** Desired starting salary of \$315,000 - \$365,000 DOE/DOQ
- **Health Benefits:** Comprehensive package including medical, dental, vision, and life insurance.
- **Paid Leave:** 12 paid holidays per year, accrual of one sick day per month, and vacation accrual based on years of service:
 - ♦ 13 days annually for new employees
 - ♦ 18 days annually after 5 years
 - ♦ 20 days annually after 20 years
- **Retirement:** Participation in Texas Municipal Retirement System (TMRS) with 7% employee contribution and a 2:1 municipal match.
- **Additional Perks:**
 - ♦ Vehicle allowance of \$8,400 annually
 - ♦ City-provided phone and technology
 - ♦ Onsite employee fitness facility
 - ♦ Relocation reimbursement available



HOW TO APPLY

Apply Here



For more information on this position, contact:

Doug Thomas, Executive Vice President – Recruitment & Leadership Development

DouglasThomas@GovernmentResource.com | 863-860-9314

The City of Waco is an Equal Opportunity Employer. Applicants selected as finalists for this position will be subject to a comprehensive background check.