



ASSISTANT CITY MANAGER

City of Columbia, Missouri

Annual Salary:

\$126,818 – \$195,270 DOQ



Are you an experienced local government leader who thrives on taking initiative, anticipating needs, and making the details work so the big picture can happen? If so, apply to be the City of Columbia's next Assistant City Manager!

- Serve as a key member of the City Manager's executive leadership team in a full-service, nationally recognized city.
- Make a visible difference in a vibrant, growing college community celebrated for its quality of life.

Work for the City that works for you — read on to learn more about this opportunity!



ABOUT THE COMMUNITY

Wide-open spaces and community spirit abound in Columbia, Missouri, a city that has earned numerous recognitions for its outstanding quality of life. Located at the crossroads of Interstate 70 and U.S. Highway 63 — midway between Kansas City and St. Louis — Columbia offers convenient access to 11 major cities within 500 miles. With a population of more than 130,000, it is the largest city in Boone County and a regional hub for education, research, healthcare, life sciences, manufacturing, and high-tech industry.

Columbia is known for its friendly people, diverse downtown, and a thriving arts and entertainment scene. Live music, theatre, dance, visual art, and film are available year-round, and festival gems include the True/False Film Fest, Art in the Park, and the Unbound Book Festival. Residents enjoy the First Friday gallery walk in the North Village Arts District, performances at the historic Missouri Theatre, and attractions such as the Boone County History & Culture Center and Ragtag Cinema.

The outdoors are just as rich. Columbia Parks and Recreation oversees more than 3,500 acres of parkland, 75 parks, and over 60 miles of trail, while nearby Rock Bridge Memorial State Park, Finger Lakes State Park, and the Eagle Bluffs and Three Creeks conservation areas offer wilderness, water, and wildlife close to home. With four colleges within city limits — including the University of Missouri — and an award-winning public school system, Columbia is the best place to live, work, learn, and play.



POPULATION
130,851



MEDIAN HOUSEHOLD INCOME
\$66,498



MEDIAN HOME VALUE
\$284,600

MEDIAN MONTHLY RENT
\$1,097

History



Tourism



GOVERNANCE & ORGANIZATION

Columbia operates under a charter, council-manager form of government, with six City Council members elected by ward and a mayor elected at large. Members serve three-year, staggered terms — elected each April — with no term limits. The City Manager is appointed by and serves at the discretion of the Council. De'Carlton Seewood has served as City Manager since January 2022. Columbia stands out as a full-service city, providing not only all utilities except natural gas but also operating a regional airport and railroad. Columbia has a FY2027 total budget of \$607M, 19 departments and over 1,600 full-time equivalent positions. The city maintains a self-funded benefits plan.

Mission: To serve the public equitably through democratic, transparent, and efficient government.

Vision: Columbia is the best place for everyone to live, work, learn, and play.

Core Values: Service, communication, continuous improvement, integrity, teamwork, and equity.



THE JOB

The Assistant City Manager (ACM) provides executive leadership and strategic guidance across the organization and serves as a key extension of the City Manager, providing coverage for the CM as needed. The ACM performs highly responsible and complex management duties, oversees special projects, and manages day-to-day operations. The role calls for an experienced leader who takes initiative, anticipates the needs of the office and the organization, and can be trusted to handle the details that keep a full-service city running smoothly. The ACM fosters teamwork, promotes information sharing, and represents the City to the public, the private sector, and other governmental entities at the local, state, and federal levels. Success requires sound judgment, political awareness, and a collaborative, solutions-oriented approach.

[Full Job Description](#)



CHALLENGES & OPPORTUNITIES

Serves as a trusted member of the executive leadership team. The incoming Assistant City Manager will provide coverage for the City Manager and oversee assigned departments. Success in this role will require anticipating organizational needs, exercising sound judgment, and taking initiative rather than waiting for direction.

Navigate a politically diverse, media-rich environment. Columbia is a closely balanced community with an engaged electorate and an active local media climate anchored by one of the nation's premier journalism schools. The ACM must be politically astute — effective across differences without being political.



IDEAL CANDIDATE

The City of Columbia is seeking a skilled and visionary leader with strong decision-making skills who values relationship building and customer service and brings executive-level local government experience as a City Manager, Deputy or Assistant City Manager, or comparable role. The ideal candidate is an experienced, forward-thinking administrator who takes initiative, anticipates the needs of the organization, and can be trusted to manage the details. Approachable and politically astute, the right fit works effectively with elected and appointed officials, colleagues throughout the organization, community partners, and the public. The successful candidate is an energetic, honest, fair, and creative servant leader who is not afraid to engage in difficult conversations or lead change when needed, with strong organizational skills, sound judgment, and demonstrated experience in strategic planning, collaboration, and organizational leadership.

EXPERIENCE & QUALIFICATIONS

Required:

- Bachelor's degree in public administration, political science, business, or a related field
- Minimum of 10 years of executive city management experience

Preferred:

- Master's degree in a related field
- Credentialing as an ICMA Certified City Manager (ICMA-CM)
- Demonstrated leadership experience with the ability to oversee diverse departments, programs, and services.

An equivalent combination of education, training, and experience will be considered.



SALARY & BENEFITS

Benefits



The City of Columbia is offering a salary range of \$126,818 to \$195,270, DOQ.

The City also provides a comprehensive benefits package, including medical, dental, life, and long-term disability coverage; ten set and four floating holidays annually; and generous vacation and sick leave. Columbia participates in the Missouri Local Government Employees Retirement System (LAGERS), with contributions paid in full by the City, and participates in Social Security. Employees also have access to an optional 457 deferred compensation plan.

Residency within city limits is preferred but not required.

HOW TO APPLY

Apply Here



For more information on this position, contact:

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Strategic Government Resources**

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The City of Columbia is an Equal Opportunity Employer.