

**STODDARD, NH**  
**TOWN ADMINISTRATOR (PART TIME)**

With a population of just over 1200, this quintessential New England town is seeking an administrator to oversee town affairs. With a rich history related to the glass industry, Stoddard is now predominantly a beautiful, pastoral community of land, lakes and rivers yet an easy drive to the cities of Keene, Manchester and Concord. With a budget of just over \$1.2 million, Stoddard is governed by a three member Board of Selectmen with a traditional (May) Town Meeting. The Town Administrator oversees the administrative functions of the Town which includes budget and warrant preparation, the Town Report and required filings. The position is assisted by an administrative assistant. The Town is served by a part-time police department, on-call fire department and an active library. The Town Administrator is expected to work approximately 24 hours per week within a somewhat flexible schedule. Compensation is negotiable but expected to be in the range of \$35,000 to \$40,000 depending on qualifications. This NHRS exempt position is the perfect opportunity for someone with municipal experience to slow down, enjoy some flexibility and still make a difference in a lovely community.

Stoddard is an equal opportunity employer. For additional information related to the search contact Alan Gould, President, Municipal Resources Inc., at 603-279-0352, x320.

**Resume and cover letter in confidence as PDF attachment to: [recruitment@mrigov.com](mailto:recruitment@mrigov.com)**

**ADDITIONAL INFORMATION: [www.mrigov.com/career](http://www.mrigov.com/career)**

**DEADLINE: Monday, January 13<sup>th</sup>, 2020 at 8AM EST**