

# North Central Alabama Regional Council of Governments

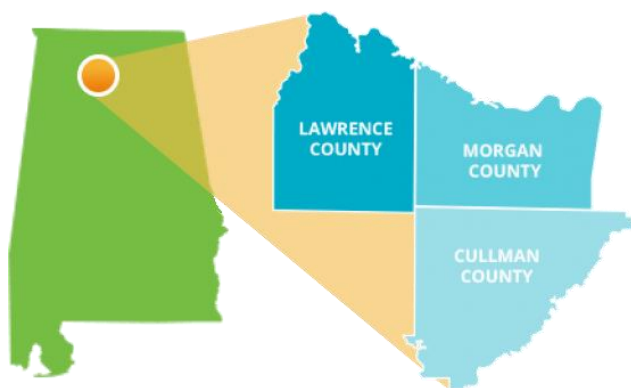
## Position Available

### Executive Director

The Board of Directors of the North Central Alabama Regional Council of Governments (NARCOG) is seeking a results-oriented leader to serve the Board and the Agency in achieving its vision for the future. The Agency and this position are based at NARCOG's central office at 216 Jackson Street Southeast in downtown Decatur, Alabama.

### The Area

The area served by NARCOG covers three counties in North Central Alabama. Those counties are Cullman County, Lawrence County and Morgan County. In addition to these counties, there are 24 municipalities within the region. The total population of the area is approximately 240,000 in a mix of rural and urban



communities. Situated on the southerly bank of the Tennessee River, the service area includes the metropolitan area of Decatur. It is adjacent to the metropolitan area of Huntsville, Alabama and is approximately midway between the cities of Birmingham, Alabama and Nashville, Tennessee. The region has a long history of being an industrial center due to its strategic location at the convergence of transportation systems that include I-65, US 31, two major railroads, the Tennessee River which is navigable

at this point, and the Huntsville International Airport. The employment base is largely industrial with the local economy also having a strong agricultural component and a strong military component due to its close proximity to Redstone Arsenal. The area also has ample opportunities for tourism and outdoor recreation.

### The Agency

NARCOG provides a forum for local officials to identify regional opportunities and issues, develop solutions, and recommend areawide strategies. It is governed by a Board of Directors of fourteen members who represent the local county and municipal governments of the three-county region. It is staffed by a Department of Administration and Finance and three operating departments. The operating departments include the Regional Planning Agency, the Regional Transit Agency, and the Area Agency on Aging. Each department has its own director who reports to the Executive Director who oversees the total operations of the Agency in keeping with the policies of the Board of Directors.

The functions of the Department of Administration and Finance include, but are not limited to, budget and finance, personnel management, insurance and risk management, maintenance and housekeeping, and general record keeping services for the Board of Directors.

The programs of the Regional Planning Agency include, but are not limited to, community and regional planning for community growth and revitalization, project development, grant preparation and

management, and economic development including management of a revolving loan fund to support local business.

The programs of the Regional Transit Agency include the provision of public transportation through demand response services and through contract services with select social service agencies serving the elderly and people with disabilities among others.

The programs of the Area Agency on Aging include, but are not limited to, services related to senior nutrition, health and wellness, caregiver support, legal services, senior employment, long-term care, and in-home care for Medicaid recipients. The Agency serves as the Aging and Disability Resource Center for the region.

### **The Position**

The Executive Director of NARCOG is responsible for the planning, administration and operation of the programs and services of the Agency. This includes budgeting, program monitoring and personnel management, but more importantly, providing visionary leadership to the Agency and the communities it serves. The Executive Director is responsible for a budget of approximately \$8,500,000. There are 76 regular employees, both full-time and part-time, 40 part-time senior employees, and a variety of



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volunteers. The Executive Director is expected to be creative and proactive in the expansion of services and funding. The Executive Director must develop positive working relationships with political, governmental and community leadership throughout the region and with State

and Federal agencies. The Executive Director is the chief executive officer of NARCOG and reports to its Board of Directors. The Executive Director is to provide leadership and direction to NARCOG's central management team and is expected to be a knowledgeable advocate for all Agency programs and services. The compensation package includes a competitive starting salary depending on the experience and qualifications of the successful candidate with benefits including medical insurance and retirement.

### **To Apply**

The minimum requirements for this position include knowledge and a level of competency commonly associated with the completion of a bachelor's degree (master's preferred) in public administration, business administration, city and regional planning, or other field of study related to the work of the Agency and five years of related professional experience, including three years at a senior administrative level. For more information about NARCOG and to view a more complete job description of this position, you may visit us at [www.narcog.org](http://www.narcog.org). To apply for this position, please submit a letter of interest along with your detailed resume to [narcog-jobs@adss.alabama.gov](mailto:narcog-jobs@adss.alabama.gov). This position is open until filled, however, an initial screening of applicants will occur on or about November 25, 2019.

NARCOG is an equal opportunity employer.

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