

Cumberland County, North Carolina

Cumberland County desires to mentor and support a Management Fellow by providing a positive career learning experience. This career experience is designed to provide the Fellow with an opportunity to gain comprehensive knowledge of county structure, develop interpersonal relationships, gain practical work experience and function as a member of the county management team.

The County seeks to provide the Fellow with exposure to the annual budget, human resource management, special projects for the Board/County Manager, as well as a specific department issues and goals. The Fellow will receive broad exposure to county government and function as a member of the County's management team which consists of the County Manager, four Assistant County Managers and three area General Managers. Cumberland County also seeks to learn from the Fellow through collaboration – his/her ideas, thoughts and perceptions on a variety of topics.

Expected projects / roles for which the Fellow will be responsible (not all inclusive):

- Significant involvement in budget
 - Analytics and departmental support
 - Health insurance self-funding analysis
- Assist the General Manager of Internal Services
 - Fleet maintenance comprehensive project to include analysis of fleet maintenance practices and policy review of personal vehicle usage
- Assist General Manager for Financial Services in request for proposal for audit services to include analysis of responses and forming recommendation to Board of Commissioners
- Analyze and provide recommendations regarding centralization of support services to include information systems, human resources and public information
- Review ways to create more collaboration between the Department of Social Services and Public Health to include a proposed working agreement between those Boards and the County Manager's Office.
- Responsible for special projects for the County Manager and Board of Commissioners
 - School funding agreement
 - Economic opportunity zones
 - Involves research, presentation of recommendations, crafting presentations to the Board
- Assist Human Resources in the implementation of consultant recommendations for recruitment and retention – vet recommendations, guide process for implementing and prioritizing recommendations for the Board of Commissioners
- Assist Assistant County Managers with department vacancies in key areas as needs arise

- Recent vacancies include planning director and health director
- Responsible for vetting recommendations made by department directors
 - Ex: the use of a single source dog food supplier for Animal Control and the implication of lower cost, higher quality versus branding

In addition, the Fellow is expected to attend all department head meetings, Board of Commissioner committee meetings and full Board of Commissioner meetings. Attendance at other board meetings such as the Board of Health, Department of Social Services board, etc. will be expected on a rotating basis to provide exposure to all facets of county government. The Fellow will also attend North Carolina Association of County Commissioner meetings and events as part of their professional development.