

CITY OF PETERSBURG

LOCAL GOVERNMENT MANAGEMENT FELLOWSHIP 2020-2021

THE FELLOWSHIP PROGRAM



Petersburg's Management Fellowship is a career development opportunity designed to attract, develop and retain talented emerging professionals seeking meaningful opportunities to explore local government management and make a difference in our community.

Housed in the City Manager's Office the management fellowship provides talented, future leaders an intense and fulfilling opportunity filled with a wide range of opportunities for career and personal growth. This unique experience offers recent graduates of Public Administration (or related) master's programs an opportunity to gain a holistic view of the workings of the city and includes rotations in the City Manager's Office, the Budget/Finance Departments and other departments, based on career interests. The fellow will receive coaching and mentoring from the city manager, deputy/ assistant city managers, assistant to the city manager and other leaders in the organization.



Committed to the professional development of emerging local government professionals, the city hosts one fellow on a rotation and hires once yearly. The Assistant to the City Manager will oversee and serve as the immediate supervisor for the fellowship, providing career guidance and insight into management and leadership styles. The fellowship operates for one year, starting in early July and ending in late-June. This is not an internship. Fellows are full-time, salaried city employees with full benefits. This position is a full time, limited term fellowship (one year) with the option of extending to two years.

OUR COMMUNITY

Formally incorporated as a City in 1748, Petersburg, Virginia is rich in history and character. Petersburg boasts history, geography and beautifully intact historic districts. Visible reminders of Petersburg's prominent role in the emergence of the country are evident in the rich range of architecture and the unique character of the neighborhoods. The Petersburg Old Towne Historic District is on the National Register of Historic Places, offering architectural variety, restaurants, shops, and housing. Petersburg has more to offer than just history. Old warehouses have been converted into lofts and mixed-use developments and numerous restaurants and shopping options have opened. On the second Friday of each month, the City celebrates "Friday for the Arts," which fills the City with local artwork and live music. The City also offers nearly a dozen parks and recreational facilities including Wilcox Lake. True to its history, Petersburg is filled with opportunity and an innovative, industrial spirit. The heart of Petersburg lies in an appreciation and celebration of its rich history while continually pushing into the future.



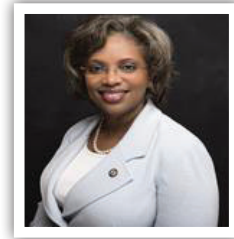
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THE ORGANIZATION

Petersburg is an independent City, or a City that is not in the territory of any county and utilizes the council-manager form of government. The Council has seven members, each representing a ward (or geographic portion of the City). Council members must reside in their wards. Members serve staggered four-year terms with elections being held in even numbered years. The mayor is selected from among the council members. The City of Petersburg employs 639 full-time and 81 part-time employees and manages a total budget of \$106 million dollars for FY 19/20.



CITY COUNCIL



ARETHA R. FERRELL-BENAVIDES, CITY MANAGER

DESCRIPTION OF POTENTIAL PROJECTS FOR 2020-2021

The Fellow is tasked with challenging, high-level projects in the City Manager's Office and other city departments. To provide a meaningful experience to the Management Fellow and the City, as well as to provide a broad array of realistic municipal experience, the City of Petersburg will provide on-going tasks and responsibility and will also allow flexibility for the Fellow to select project areas that might interest him/her.

- Development of City codes, ordinances, policies, and procedures across all departments
- Assist with establishing a performance management reporting system
- Assist in departmental budget development activities, financial research, and program recommendations
- Attendance, participation and follow up of questions in all City Council meetings and Work Sessions
- Attendance at department head/senior level management meetings
- Serve on Request for Proposal (RFP) Bid review committees and assist in developing RFP Bid packets
- Assist the department in developing content for the City's YouTube channel
- Writing content for social media, newsletters, and blogs



CONTACT US

For program questions contact India Adams-Jacobs, Assistant to the City Manager, at iadams@petersburg-va.org
