



THE TOWN OF WAYNESVILLE

Invites Your Interest in the Position of

TOWN MANAGER





Position Closes: August 20, 2026

Guided by its inspiring motto, “**Progress with Vision**,” the Town of Waynesville, NC, invites experienced, empathetic, and ethical leaders to apply for the position of **Town Manager**. This role offers a rare, defining opportunity for a visionary public administrator to guide a vibrant mountain community through a pivotal era of recovery, strategic growth, and long-term capital opportunity.

If you are a skilled public servant and a “big city leader” who can bring the experience and perspective of a larger organization while thriving in a close-knit, relationship-driven “small-town environment,” Waynesville is your next professional home.

The Opportunity & Challenge Ahead

Waynesville is a community defined by deep pride of place, engaged residents, and an exceptional volunteer spirit. Following the impacts of Hurricane Helene in September 2024, the Town is steadily transitioning from crisis response to a highly strategic future. The incoming **Town Manager** will work hand-in-hand with the Mayor and Town Council to architect the Town’s first formal **Strategic Plan**, with a heavy emphasis on funding and executing the rehabilitation of vital municipal infrastructure.

Concurrently, you will manage increasing development pressures, steering regional growth in alignment with the Town’s proactive 2035 Comprehensive Land Use Plan, “**Planning with Purpose**.” Supported by a stable, well-educated, and dedicated internal Leadership Team, you will have the foundation needed to drive meaningful operational improvements.



*People dance in the streets during Waynesville’s beloved Mountain Street Dance, a century-old tradition that celebrates music, community, and local heritage. The next **Town Manager** will build on this strong sense of community by partnering with residents, businesses, and elected officials to lead Waynesville through its next chapter of recovery and progress.*

*Cover photos (from top, counterclockwise): An aerial view of Waynesville showcases a vibrant mountain community where natural beauty, a thriving downtown, and rich local character come together. From the Town’s welcoming entrance sign and colorful downtown mural to the heart of downtown, these images reflect a community embracing its motto, Progress with Vision, and the opportunity for the next **Town Manager** to help turn that vision into reality.*

Key Priorities:

- **Disaster Recovery & Fiscal Stewardship:** Partner with the Finance Department to secure outstanding FEMA disaster recovery reimbursements (\$3.8M awaiting approval of a \$4.5M storm-damage assessment), restore the depleted fund balance, and close current budget gaps without compromising essential services.
- **Transparent and Collaborative Government:** Foster deep organizational trust, transparency, and collaboration among the Town Council, administration, staff, and the public.
- **Team & Culture Cultivation:** Drive employee engagement and leadership development, rebuilding stability in key departments (such as Finance and Public Works) following recent turnover.
- **Infrastructure & Capital Management:** Oversee major capital projects—including the construction of Fire Station #2 and the rehabilitation of the wastewater treatment plant—utilizing robust contract and project management practices.

About the Organization:

Operating under the **council-manager form of government**, the Town Manager serves as the Chief Administrative Officer, reporting to a five-member elected body (the Mayor and four at-large Council members).

- **Financial Scope:** Managing a comprehensive **\$38.9 million budget** (FY2026).
- **Team Size:** Leading **215 full-time equivalent employees** and 75–80 seasonal staff.
- **Direct Reports:** Assistant Town Manager, Human Resources Director, Human Resources Coordinator, and Town Clerk.
- The Town currently does not have a Strategic Plan, though staff have expressed interest in developing one to help guide the organization's future direction.



*Town of Waynesville employees—led by the **Town Manager** and comprising a workforce of nearly 300 full-time and seasonal staff—play a critical role in maintaining operations and supporting the community during an ongoing period of recovery and transition.*

About Our Community:

Known affectionately as the “**Gateway to the Smokies**,” Waynesville (pop. 11,000) is the largest town west of Asheville and serves as the bustling county seat of Haywood County. Nestled against the Blue Ridge Parkway and the Great Smoky Mountains National Park, it offers unparalleled outdoor recreation alongside a sophisticated, blue-collar mountain charm.

Waynesville remains a beautiful small mountain community with a close-knit population that is navigating both the recovery from a century storm and the natural growing pains that come with new housing and growth. What truly distinguishes Waynesville is its people. Residents are deeply invested in the community and take an active interest in local decision-making. This creates both an opportunity and an expectation for the **Town Manager** to be visible, communicate clearly, and stay engaged with the community.

The town boasts a legendary arts and festival culture—featuring the [Folkmoor International Dance Festival](#), the [Apple Harvest Festival](#), the Church Street Art & Craft Show, and the [Appalachian True Heritage Festival](#). It is especially known for its charming [downtown district](#) centered on historic Main Street and the revitalized [Frog Level district](#) which serve as thriving regional hubs for local boutiques, craft breweries, galleries, and dining, all heavily supported by locals and returning tourists alike. Waynesville features a stable population base, including a prominent retirement community (26% of residents are age 65 or older) that actively engages with local government.



Waynesville’s strong sense of community is evident year-round as residents and visitors gather downtown with four-legged friends (top), celebrate Independence Day (bottom right), and enjoy the Miller Street Jam (bottom left). As the Town continues its recovery and looks toward the future, the next **Town Manager** will play a key role in building on that resilience and shaping the next chapter of Waynesville’s success.



The Ideal Candidate:

We are seeking an authentic leader who blends strong technical and financial acumen with exceptional interpersonal intelligence.

Core Competencies & Profile

- **Inspiring & Collaborative Leader:** Aligns core organizational values, empowers department heads, mentors emerging talents, and champions a supportive workplace culture that boosts morale and retention.
- **Master Communicator & Consensus Builder:** Cultivates authentic relationships across diverse community stakeholders, speaks with transparency, and listens carefully to staff and residents.
- **Trusted Council Advisor:** Advises elected leadership with confidence and poise, delivering candid, professional guidance backed by sharp political acumen.
- **Astute Financial Strategist:** Possesses proven skills in public budgeting, grant development, debt management, and financial software platforms (e.g., Tyler Munis).
- **Technical & Operational Expert:** Brings working knowledge of civil engineering, contract management, RFPs/RFQs, and municipal utility services (including water, wastewater, and electric distribution systems).

Qualifications:

- **Required:** Bachelor's degree in public administration, public affairs, business management, or a related field, combined with **10 years of progressively responsible local government or business leadership experience**.
- **Strongly Preferred:** 5+ years of experience specifically serving at the level of Assistant Manager or Town Manager.
- **Highly Desired:** Master's degree (MPA/MBA); familiarity with NC municipal management; professional certifications/memberships (ICMA, NCCCM); and completion of the Municipal/County Administration Course from the UNC Chapel Hill School of Government.
- **Residency:** Residency within Haywood County is **required** within a negotiated timeframe. Close proximity to the town's city limits is *strongly preferred*.



Members of the Waynesville Town Board (left), along with the **Town Manager**, continue to guide the Town through ongoing recovery efforts and future planning, including oversight of a nearly \$39 million FY2026 budget; cleanup efforts following Hurricane Helene in September 2024 (right) reflect the estimated \$4.5 million in damage to municipal facilities and the Town's continuing recovery and funding challenges.

Compensation and Benefits:

- **Hiring Range: \$123,000 – \$181,000** (Dependent upon qualifications and experience).
- **Benefits:** Competitive package including group health, dental, and life insurance, a 401(k) plan, and North Carolina statutory retirement benefits. A complete summary can be viewed [here](#).

To apply, please visit <https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Town Manager – Waynesville, NC** title.

Please note the following:

- If you have accessed this position from within the **Government Jobs portal**, simply hit the green “Apply” button in the upper-right corner to begin your application.
- All applications must be submitted online via the Developmental Associates application portal (link above) – NOT the Town’s employment application portal or any other external website.
- Resumes and cover letters must be uploaded with the application.
- Applicants must apply by **August 20, 2026**.
- The hiring team will invite successful semi-finalists to participate in virtual interviews and skill evaluations on **September 24-25, 2026**. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate.
- Direct inquiries to hiring@developmentalassociates.com.

The Town of Waynesville is an Equal Opportunity Employer.



Waynesville, NC Then and Now

The Town in the 1950s (left) and present day (right), both featuring the iconic “Gateway to the Smoky Mountains” archway, highlight the community’s growth and change over time while preserving its historic character and welcoming spirit.



Developmental Associates, LLC manages the recruitment and selection process for this position. To learn more about our selection process, visit <https://developmentalassociates.com/client-openings/>, select “Client Openings,” and scroll down to “Important Information for Applicants.”