

Friday, January 27, 2012

Panel Interviews - Siskiyou and Lithia Rooms (51 Winburn Way)

***All Panelists report to the Siskiyou Room at 8:30 AM for briefing and instruction**

Panel A – Siskiyou Room	Panel B –Lithia Room
<ul style="list-style-type: none"> • John Stromberg, Mayor • Carol Voisin, Ashland City Councilor • David Chapman, Ashland City Council • Greg Lemhouse, Ashland City Councilor • David Lohman, City Attorney • Joanne Eggers, Parks Commissioner • Brian Almquist, Former City Administrator 	<ul style="list-style-type: none"> • Russ Silbiger, Ashland City Council • Mike Morris, Ashland City Council • Dennis Slattery, Ashland City Councilor • Barbara Christensen, Ashland City Recorder • Paul Nicholson, Executive Director OSF • Dee Anne Everson, Citizens Budget Committee • Pam Marsh, Planning Commission
9:00 AM – 10:00 AM -- Dave Kanner	9:00 AM – 10:00 AM – John Clark
10:00 AM – 11:00 AM – John Clark	10:00 AM – 11:00 AM – Dave Kanner
11:00 AM – Noon – Kelly Madding	11:00 AM – Noon – Phil Messina
LUNCH (Provided for Panelists)	LUNCH (Provided for Panelists)
1:00 PM – 2:00 PM - Phil Messina	1:00 PM – 2:00 PM - Kelly Madding
2:00 PM – 3:00 PM - Ronald Chandler	2:00 PM – 3:00 PM - Tom Odom
3:00 PM – 4:00 PM - Tom Odom	3:00 PM – 4:00 PM - Ronald Chandler
Council will adjourn to Executive Session to discuss candidates with Council, and Panelists. (Siskiyou Room)	

Saturday, January 28, 2012

Starting at 10:00 AM - Second Interview with top candidate(s) Siskiyou Room (51 Winburn Way)

Ashland City Administrator Evaluation Criteria

Candidate _____

Dimension	Evaluation Scale			
1. Vision				
<ul style="list-style-type: none"> Knowledge and understanding of the current issues, culture and trends within the community and how they may affect the community in the future 	1	2	3	4
2. Experience				
<ul style="list-style-type: none"> Knowledge of Police operations and issues 	1	2	3	4
<ul style="list-style-type: none"> Knowledge of Fire operations and issues 	1	2	3	4
<ul style="list-style-type: none"> Knowledge of Public Works operations and issues 	1	2	3	4
<ul style="list-style-type: none"> Knowledge of municipal finance and budgeting 	1	2	3	4
<ul style="list-style-type: none"> Knowledge of Community Development operations and issues 	1	2	3	4
<ul style="list-style-type: none"> Knowledge of City utilities including water, sewer, storm drain, electric and broadband services 	1	2	3	4
<ul style="list-style-type: none"> Knowledge of Economic Development and Urban Renewal 	1	2	3	4
<ul style="list-style-type: none"> Experience of General Administrative Oversight and Direction of Capital Projects 	1	2	3	4
<ul style="list-style-type: none"> Understanding of state, regional and local politics 	1	2	3	4
<ul style="list-style-type: none"> Ability to utilize political acumen without being political 	1	2	3	4
<ul style="list-style-type: none"> Knowledge of tourism and tourism impacts to community and City services 	1	2	3	4
<ul style="list-style-type: none"> Understanding of policy formulation and implementation 	1	2	3	4
3. Leadership				
<ul style="list-style-type: none"> Ability to present ideas in a clear and persuasive way 	1	2	3	4
<ul style="list-style-type: none"> Leadership style which is collaborative, inclusive and action oriented 	1	2	3	4
<ul style="list-style-type: none"> Ability to work with diverse citizens groups 	1	2	3	4
<ul style="list-style-type: none"> Ability to direct, supervise and evaluate staff 	1	2	3	4
<ul style="list-style-type: none"> Ability to interact and provide guidance to City Council 	1	2	3	4
<ul style="list-style-type: none"> Ability to interact and provide administrative guidance to Mayor 	1	2	3	4
<ul style="list-style-type: none"> Demonstrate team building and team oriented management style 	1	2	3	4
<ul style="list-style-type: none"> Ability to respond appropriately to change and adapt to new information and changes 	1	2	3	4
<ul style="list-style-type: none"> Ability to understand and manage the often conflicting financial pressures of a complex, multi-departmental public agency 	1	2	3	4

- 4) Please give a specific example of when you worked with diverse groups that were in opposition on an issue.
- How did you establish a sense of collaboration in order to gain consensus on a mutually acceptable solution?
 - How do you deal with an individual who disagrees with your viewpoint?
- 5) How do you get the best out of your employees? What can they expect from you as their City Administrator?
- 6) Considering the culture of the Ashland community and the City organization, do you believe that you would be a good "fit" and why?

8) How have you improved internal communications or created efficiencies within your organization? What specific improvements have you made that have had a long-lasting impact on your work group?

9) Within the workplace setting, who is your worst critic and why? How have you dealt with that criticism?

10) What is the most difficult management situation with which you have been involved?

11) Based on your research of this job and your tour yesterday, what are your observations and/or concerns regarding Ashland? .

8. How would you describe your level of awareness about social and economic diversity issues? How might this awareness be important in your role of City Administrator in Ashland?

9. When you reflect back on your career, what accomplishments (1 or 2) are you especially proud of and why?

10. What steps have you taken to establish and maintain relationships between the City and other local entities such as the school district, hospitals and County?

11. Have you worked in unionized environments? What has been your role in labor contract negotiations, day-to-day contract administration and general labor-management relations?