

MEMORANDUM



ROCKY MOUNT
CITY MANAGER'S OFFICE
THE CENTER OF IT ALL

To: Mayor and City Council
From: Peter Varney, Interim City Manager
Date: 2/5/2022
Re: City Manager Recruitment

The School of Government at the University of North Carolina at Chapel Hill is the largest university based local government training, advisory, and research organization in the United States.

Carl Stenberg has been a member of the faculty since 2003. He teaches a number of courses including "Essentials of Municipal Government for newly elected municipal officials. He has extensive contact with city and county managers and with local governing boards in the State of North Carolina.

Dr. Stenberg will be present at the Committee of the Whole meeting, Monday, February 14th to discuss the process of recruiting a city manager using a search firm.


The city council engaged Developmental Associates to assist in the recruitments of city managers here in 2010 and 2017.

Attached is a list of recruitment firms for your consideration.

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To: Peter Varney, Interim Cit Manager
From: Elton Daniels, Assistant City Manager 
Date: January 25, 2022
Re: Executive Search Firms

Listed below are a few search firms that may be able to assist the Mayor and Council with their executive recruitment i.e. City Manager search. (Firms are listed in no specific order.)

1. The Mercer Group – Ellis Hankins - 919-349-8988 -
ellis.hankins@gmail.com
 2. Ralph Andersen & Associates – Robert Burg - 916 630-4900 -
info@ralphandersen.com
 3. Janice Allen Jackson and Associates – Janice Jackson - 704-707-5114 -
JaniceAllenJackson@gmail.com (MWBE)
 4. Development Associates – Dr. Steve Straus - 919-813-6096 -
skstraus@developmentalassociates.com
 5. Triangle J Council of Governments - Lee Worsley - 919-558-9395 -
lworsley@tjcog.org
 6. Upper Coastal Plains Council of Governments – Robert Hiatt -252-234-5950
- lworsley@tjcog.org
- I will be attending the North Carolina City/County Manager's Association Winter Seminar next week, where I should be able to scout out a few others.

Please let me know if you have questions or need additional information.

Respectfully Submitted,

Elton Daniels

Assistant City Manager | Office of the City Manager