

Ulysses
Kansas

LEAPS

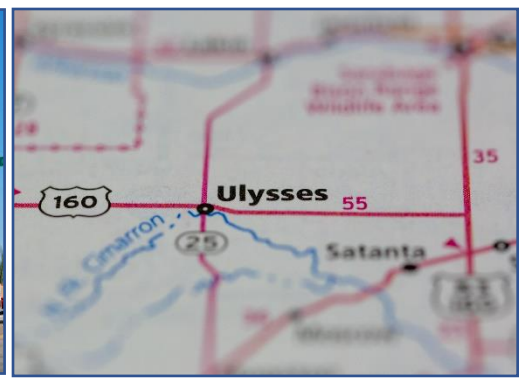


South West Kansas Ulysses

SEEKING A CITY ADMINISTRATOR

Ulysses, Kansas is a vibrant city rich with history and a landmark of the Santa Fe Trail. Enjoy the beautiful parks and friendly community. Surrounded by the high plains, brilliant blue skies and the most spectacular sunrises and sunsets, Ulysses invites you to call their community your home.





DEMOGRAPHICS



Pop. 5,770

31

Average Age: 31.9



23% High School Diplomas

11% Bachelor Degree +

SITUATED

Ulysses is a family friendly community located in the High Plains Region in the southwestern corner of Kansas, with its western edge being 28 miles from the Colorado state line, and its southern edge 27 miles from the Oklahoma border. Ulysses is the county seat and the only incorporated city in Grant County.

HISTORY

Named for General Ulysses S. Grant (18th president of the United States), the settlement was surveyed by George Washington Earp, Wyatt Earp's first cousin in 1885. Earp was one of Ulysses' first promoters, a businessman, and, like his cousins, its first peace officer. Furthermore, according to legend, he was just as "free with his gun" as Wyatt and his bunch.

In 1909, when Ulysses could not climb out of its profound financial burden and prevent foreclosure of the entire townsite, the community just decided to move. Loading every building onto skids, the townspeople relocated three miles across the prairie to the present-day site of Ulysses.

The Hotel Edwards had to be cut into three sections for moving. Today, it is the only remaining business building moved from the old town that still exists. It now rests on the Grant County Museum grounds, restored to its original appearance.

SCHOOLS

Ulysses has an excellent school district that is supported by staff, parents, businesses and community. The community is committed to providing the best resources available to prepare students for their future.



ULYSSES, KS



ATTRACTIONS & ENTERTAINMENT

Frazier Park, the newly restored Frazier Lake is the central attraction of the park. Picnicking, camping, RV hookups, fishing, playgrounds, and open spaces are a part of the lakeside experience. Abundant wildlife is visible from the walking and biking trails that surround the campgrounds. Across the way you can enjoy a quick game at the 18-hole golf course with driving range.

A 60-year-old tradition, the Home Products Dinner is an entire dinner using only food grown and produced in Grant County, serving 1,200 – 1,500 every year. The dinner and many other community events are held at the Grant County Civic Center and Fairgrounds.

There is plenty to do indoors too, grab a book at the Grant County Library or checkout the Grant County Recreation Center which offers an indoor and outdoor pool, weight and exercise facility, and programs thru the year for kids. Ulysses also has an airport and local access to hospitals and critical care facilities.

Save some time to visit the Adobe Museum which showcases the historical story of life on the High Plains. The museum highlights a visual account of the nomadic Indians who followed the immense herds of buffalo across the Plains and the travelers along the Santa Fe Trails with freight wagons loaded with trade goods.

STRENGTHS & CHALLENGES

Ulysses main industries are farming, oil and gas, cattle feed yards, hog farms, dairies, and there many other businesses that support the community. The city sits atop the Hugoton gas field, which is the largest natural gas field in North America and the second largest in the world.

As with most rural communities Ulysses is faced with similar challenges, bringing new industries and other businesses to the area, securing adequate physicians and other medical services and keeping costs affordable for citizens. The city must also deal with aging infrastructure and providing quality water, sewer and refuse services.



COMMUNITY SPECIFICS



Median Household Income: \$53k

Median House Value: \$126k



Rural Opportunity Zone



2.5% Unemployment Rate

LEAPS-Ulysses@lkm.org



POWERS & DUTIES

Under the supervision of the Mayor and City Council, the City Administrator is an exempt position under FLSA. Managing all city departments and overseeing the finances, personnel, and short and long-range planning of the City of Ulysses are the primary responsibilities of this position. This employee should possess strong communication, supervisory, and organizational skills.

Essential Functions

- Responsible for personnel management;
- Responsible for the City's financial management and investments;
- Develops and implements policies and recommendations for the City;
- Performs public relations for the City;
- Responsible for preparing and planning the annual budget;
- Prepares necessary reports;
- Coordinates activities between city departments;
- Attends City Council meetings;
- Enforces city policies and procedures.

Marginal Functions

- Represents the City on various committees as assigned by City Council;
- Assist in the development of City Council agendas;
- Responsible for management/maintenance of city property;
- Orienting new City Council members;
- Performs other duties as deemed necessary or assigned.
- Setting goals and objectives for city programs;
- Attends City Council meetings;
- Enforces city policies and procedures.

POSITION REQUIREMENTS

Professional Skills: The ideal candidate will have at least three to five years of public management experience. The employee must be able to accurately prepare reports, memos and other documents, to interpret data, anticipate problems and read and interpret written instructions. Excellent planning skills, management and problem solving skills are required.

Knowledge: A Bachelor's degree is required and a Masters degree in public administration or closely related field is preferred. The employee is expected to have required the necessary information and skills to perform the job reasonably well within six months of employment.

Managerial Skills: The employee should possess excellent administrative skills and serve as an excellent leader for all city employees. The position works under the direction of the City Council and exercises continual supervision over subordinate personnel. Decision-making and problem solving relating to personnel issues are frequently encountered by this position.

Budget/Finance Skills: This position involves a great deal of financial accountability. The ability to read and interpret budget documents and financial documents is necessary. Decision-making and problem solving relating to budget constraints, city investments and budget planning are frequently encountered by this position. Participation and leadership in the annual budget process is expected.

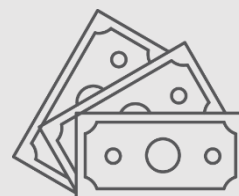
Communication Skills: Excellent oral and written communication skills are required. Daily contact with the general public, subordinate personnel, supervisory personnel and the Governing Body is expected.

Personal Traits: The position requires a high degree of motivation and a strong work ethic. The ability to work independently and as part of a team will be essential to achieve success in the position. The employee must strive for excellence, be dependable, and conduct him/herself in a professional manner.

POSITION SPECIFICS



Mayor-Council
7-person City Council



City Budget: \$15M



Compensation: \$75k-\$130k



FTE: 37

Application Deadline: August 15

Interested Candidates should submit a cover

letter, resume, and three references to: LEAPS-Ulysses@lkm.org