



# Deputy City Manager



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Clear Career Professionals

# Shaping the *Future*

Great Falls, Montana, is on the rise, and we are seeking a visionary leader to help guide our city into the future. At the crossroads of opportunity and growth, Great Falls is a city that blends Montana's rich heritage with bold progress. As Deputy City Manager, you will play a central role in helping to revitalize the historic downtown, enhance public safety, and expand economic opportunities in key industries like agriculture, healthcare, and tourism. You will also help lead strategic efforts to develop housing solutions and strengthen infrastructure to support a growing population. With stunning natural beauty, and stable local economy, and a community that values both tradition and innovation, Great Falls offers an exciting environment for leadership and growth.

In this role, you will assist the City Manager in making strategic, high-impact decisions that will shape the city's future. You will champion major economic development and infrastructure projects while working closely with departments, elected officials, businesses, and community stakeholders to foster transparency, trust, and accountability. The Deputy City Manager will also be responsible for driving innovation in city operations, to enhance quality of life for residents, and ensuring the city is well- positioned for long-term success.

We are looking for a confident, strategic thinker who thrives in a fast-paced environment. The ideal candidate is a decisive and collaborative leader with a deep understanding of municipal governance and a strong ability to build relationships across departments and the community. Adaptability, problem-solving skills, and a passion for tackling challenges in housing, infrastructure, and economic growth are essential for success in this role.

This is more than just a job - it's an opportunity to help shape the future of Great Falls and be part of something truly transformational. If you are ready to lead with vision and impact, we invite you to join us in shaping the future of our city.



# Community *Culture*

## Great Falls, Montana - Where Opportunity Meets Community

Nestled along the Missouri River in north-central Montana, Great Falls is a vibrant city that blends professional opportunity, outdoor adventure, and a strong sense of community. With a population of 60,442 (2020 U.S. Census), it is the third-largest city in the state and a hub of economic growth and innovation.

Home to Malmstrom Air Force Base, a key economic driver, Great Falls enjoys a stable economy and strategic regional importance. The city also boasts an international airport, providing convenient travel for professionals and businesses. With a well-maintained infrastructure, engaged leadership, and a focus on growth, Great Falls is poised for an exciting future.

At its heart is a revitalized downtown district, where local businesses, restaurants, and community events create an energetic atmosphere. Whether exploring scenic trails, enjoying the arts, or contributing to a growing economy, Great Falls offers an exceptional environment for those looking to lead, innovate, and make a lasting impact.



Great Falls is also a haven for outdoor enthusiasts. Surrounded by stunning landscapes, the city offers a wealth of recreational opportunities. From hiking and biking along scenic trails to kayaking on the mighty Missouri River, outdoor activities are a way of life here. The nearby parks and natural spaces, such as Giant Springs State Park and the River's Edge Trail, provide year-round opportunities to connect with nature. In the winter, residents and visitors enjoy skiing, snowshoeing, and snowmobiling, while the warmer months bring opportunities for fishing, boating, and exploring the region's many beautiful parks.

With a community that values both its outdoor lifestyle and its local businesses, Great Falls is not just a place to live, but a place to fully engage with life, nature, and culture.



As Deputy City Manager in Great Falls, you will collaborate closely with City Manager Greg Doyon, who has successfully led the city since 2008. Greg brings extensive local government experience, having guided the city through financial challenges, stabilized operations, and positioned Great Falls for new growth opportunities.

#### Why Join Greg's Leadership Team?

- Collaborate with a Certified Public Manager and ICMA Fellow with advanced training from Harvard Kennedy School and the University of Virginia's Senior Executive Institute.
- Partner with a leader known for a collaborative and results-driven style, focused on strengthening community connections and driving innovation.
- Engage in strategic problem-solving across public safety, economic development, and infrastructure.
- Support and help shape policy implementation and city operations.
- Work alongside a seasoned executive dedicated to transparency, efficiency, and growth.
- Gain valuable experience preparing the annual budget and appointing key staff.
- Be part of a leadership team committed to advancing Great Falls' long-term vision.
- Contribute to a city culture that values leadership, innovation, and community engagement.
- Enjoy the mentorship of a leader who understands balance, Greg is a dedicated family man, avid fly fisherman, and outdoor enthusiast.

This is more than a leadership role, it's an opportunity to make a lasting impact in a city where community and progress go hand-in-hand.

See  
Yourself  
Here

# Opportunity to *Lead*

The Deputy City Manager plays a critical role in supporting Great Falls' collaborative leadership structure. This position promotes cooperation and helps manage natural organizational dynamics, such as departmental silos and evolving team priorities.


Success in this role requires a leader who:

- Thrives in a team-oriented environment and fosters a culture of shared leadership.
- Respects the City Manager's deliberate, data-driven approach to evaluating policy, personnel, and operations.
- Balances structure with flexibility, providing strong leadership while empowering departments to operate effectively.
- Supports the professional development of city staff by promoting training, mentorship, and leadership growth.

The Deputy City Manager works closely with the City Manager to build trust and relationships across all levels of leadership. Regular one-on-one check-ins with department heads help track goals, assess progress, and ensure alignment with city priorities.

Success in this role requires building strong relationships with department leaders, understanding their unique challenges, and advocating for their operational needs. While the City Manager fosters an open and supportive environment, the Deputy serves as an advocate, facilitator, and problem-solver, ensuring leaders have the resources and guidance needed to succeed.

Through direct engagement, collaboration, and trust-building, the Deputy City Manager will be instrumental in strengthening internal operations, enhancing efficiency, and fostering a culture of accountability, innovation, and continuous improvement. This position is key to ensuring Great Falls remains a well-managed, thriving community—balancing growth, sustainability, and operational excellence.



Annual City  
Budget  
\$162 M  
All Funds



Employees  
500+



Square Miles  
23

# The *Leader* we're looking for

The Deputy City Manager is a trusted advisor and key leader, working closely with the City Manager to drive the strategic direction of Great Falls. This role requires a steady, diplomatic approach to balance operational oversight, community engagement, and citywide initiatives. Integrity, sound judgment, and the ability to lead through change are essential.

## **Key Responsibilities**

- Provide strategic guidance and operational leadership in alignment with the City Manager's vision.
- Navigate complex political dynamics with transparency, integrity, and sound judgment.
- Act as a stabilizing force in an evolving municipal environment.
- Collaborate with department heads to address community challenges and city initiatives.
- Offer critical insights and step up when leadership is needed.

## **Education & Experience Requirements**

- Master's degree in Public Administration, Business Administration, or a related field (or equivalent combination of education and experience).
- Five years of experience as a city department head or similar managerial role, with municipal budgeting and program management experience.
- Experience with organizational development.
- Project management experience or certification is desired.

## **Key Skills & Attributes**

- Confidently step in when needed while aligning with the City Manager's vision.
- Adapt messaging for staff, elected officials, and the public while maintaining professionalism.
- Understand political dynamics without being influenced by them, always serving the City Manager's direction.
- Translate complex data into actionable strategies for staff and leadership.
- Identify challenges early and reinforce effective processes across departments.
- Balance professionalism with approachability, and a sense of humor is always welcome!

This role is ideal for a leader who thrives in dynamic environments, values collaboration, and is committed to the long-term success of Great Falls.

# The *Future*

The Deputy City Manager will play a key role in shaping the city's future, assisting the City Manager with ongoing and emerging challenges, including:

## **For the Deputy City Manager:**

- This role is potentially a pathway to the City Manager position.
- Managing changes in divisional responsibilities and supporting operational improvements.
- Ensuring the city grows in a manageable, sustainable, well-planned manner while adapting to demographic shifts across Montana.
- Learning from a seasoned City Manager with over 30 years of public service experience, preparing for future advancement.

## **For the City Manager:**

- Preparing for a potential shift in elected leadership in January 2026 and ensuring continuity in strategic priorities.
- Managing housing expansion, infrastructure investments, and public safety enhancements.
- Exploring the potential for public safety funding measures to maintain effective and responsive in fire, police, legal, and court.

## **For the Community:**

- Addressing the rapid in-migration into Montana and balancing expansion with community character.
- Maintaining city assets amid resource constraints, a challenge seen across municipalities.
- Preparing for the U.S. Air Force Sentinel upgrade, which will have significant economic and logistical impacts on the city.





# What is Offered

## **Salary Range:**

The Deputy City Manager position offers a competitive salary between \$140,267.00 - \$165,020.00 annually.

## **Benefits:**

The City offers a competitive fringe benefit package, including health insurance, life insurance, and options for deferred compensation. This exempt position is a 40 hour work week with evening public meetings and occasional weekend events.

## **Location Requirement:**

The Deputy City Manager is not required to reside in Great Falls. However, residence within a reasonable response time is preferred. Relocation assistance negotiable.



# Join the *Team*



Apply immediately - This recruitment will close once a strong pool of candidates has been established!

Email Cover Letter and Resume to  
[Apply.greatfalls@clearcareerpro.com](mailto:Apply.greatfalls@clearcareerpro.com)  
Faxed and mailed submissions will not be considered.

For more information on this position contact:

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