

Town Manager Interview - Council

Candidate:

Date: 1-31-22

- 1) What success have you had in locating, writing, and attaining grants for various projects?

- 2) What is the largest number of employees you have been responsible for?

- 3) Describe your approach when dealing with personnel problems.

- 4) Describe your experience in training or motivating employees?

- 5) Explain your process for delegating tasks to your team.

- 6) Describe a particularly difficult personnel or discipline situation that you had to address as a supervisor.

- 7) How do you foster a safe environment for staff to take risks and/or show initiative?

- 8) Describe actions you have initiated and taken that were unpopular with segments of the City. What did you do to come to an understanding with these individuals or groups regarding these actions?

- 9) Tell us how you would handle a project that was over budget.

- 10) What is your experience in engaging the community in a difficult or controversial issue? Explain the issue and the outcomes.

- 11) How do you view the role of the council in dealing with the administrator and the administration?

- 12) Tell us about a time you collaborated with a neighboring community on a project.

- 13) You will be working in a new state and position. Tell us specifically what will you do to make the learning curve as short as possible?

- 14) What do you think are the biggest challenges facing Signal Mountain?

- 15) Please describe what applications of computer technology you have implemented in your city; e.g. office practices, communications, recordkeeping, billing and process controls. Include the various social media platforms you are comfortable working with and have experience on.