COMMUNITY PROFILE

While many cities are known for their expanding skylines, action-packed nightlife, and bustling communities, Kansas City, Kansas has all of that incorporated into a small, diverse, and family oriented community. It has some of the big city amenities with a small-town down-home appeal.

Kansas City, Kansas is the third largest city in the state of Kansas and is the county seat of Wyandotte County. The City and County have seen tremendous growth in economic development over the past 20 years and the success continues to breed even more success for our community.

Wyandotte County citizens set the stage for today’s economic development successes in 1997 when they overwhelmingly agreed to consolidate the county government and City of Kansas City, Kansas government. The community was suffering from years of economic hardships and decline. Citizens were ready for a rebirth. The new form of government was the beginning of the landmark renaissance in the community.

The fresh political dynamic created by consolidation allowed the community to take new, bold approaches to many issues, including economic development. Soon after the Unified Government was launched, the economic development opportunity of a lifetime landed in Wyandotte County. The Kansas Speedway and Village West developments are the most successful economic developments ever built in the State of Kansas, turning mostly undeveloped land into one of the most popular tourist, shopping, and entertainment attractions in the Midwest.

Village West has over a hundred businesses and restaurants that employ nearly 6,000 people. They generated over $600 million in retail sales producing over $40 million in local and state sales tax collections. The current real-estate and personal property taxes levied on Village West are just over $11 million. Before the development was built, that same land area produced only $209,000 in annual property taxes.

Great Wolf Lodge, an indoor waterpark resort, was the first hotel. Other Village West hotels soon followed, including Hampton Inn, Holiday Inn Express, Country Inn, and Chateau Avalon. Chateau Avalon is a unique hotel where every room is decorated in a different destination theme. It has been acknowledged by Expedia.com as among the top one percent of hotels worldwide. Other grand developments include an 18,000 seat multipurpose soccer stadium for Sporting KC, Kansas City’s Major League Soccer team, and internal headquarters of Dairy Farmers of America and Hollywood Casino.
COMMUNITY PROFILE, CONT’D

The synergy generated by the Kansas Speedway and Village West is also creating new destination tourism attractions. Compass Minerals National Performance Center, a new state of the art soccer training facility, opened nearby in 2018. This facility houses the coaching team for US Soccer who train and certify hundreds of soccer coaches from around the nation at this location. Our US national men’s, women’s, and youth teams train at this location throughout the year and this is also the official training location for Sporting KC.

From 2016-2020, Wyandotte Economic Development Council has reported 194 announced successes, $3.1 billion invested, 10,114 retained/new jobs county-wide.

Wyandotte County continues to see a lot of investment from the private sector as development continues across the entire community. A new downtown grocery store opened in 2020 marking new food opportunities to underserved areas, industrial and distribution projects moved forward in the midtown area where a million square feet opened or began construction in the last year; a former site of a horse and dog race track is being converted to house Amazon and more distribution; and Urban Outfitters selected Kansas City, Kansas to be their Midwest office and distribution headquarters. Additionally, tourism continues to grow as Homefield announced a new sports training and interaction development for both youth and adults and our minor league baseball team found a new owner who has partnered with the Negro Leagues baseball and renamed our local team the KC Monarchs honoring the club who played in Kansas City over 50 years ago.

Community highlights include high rankings for job creation, known as a business-friendly city and a resident demographic that does not have an ethnic majority. Amazon, Sara Lee Corp, General Motors, and Kellogg’s are just a few of the nation’s leading and innovative companies that have chosen Kansas City, Kansas and Wyandotte County as their home.

Wyandotte County has four school districts that provide services to public and private students. The Kansas City, Kansas Schools is the largest school district and consists of 49 schools. In 2012, KCK was named one of America’s Promise Alliance’s 100 Best Communities for Young People presented by ING.

Regardless of your interests – history, concerts, family fun, or dozens of other activities – Kansas City, Kansas provides access to a huge variety of fun and fascinating attractions. For more information about Kansas City, Kansas, visit the Kansas City, Kansas Chamber of Commerce or the KCK Convention & Visitors Bureau websites.
Interim Deputy County Administrator

This position is responsible for strategic management, planning and direction of Unified Government operations under the leadership of the County Administrator and providing highly complex support for the County Administrator. This includes implementing, administering, enforcing, and evaluating approved policies and procedures; developing goals and strategies for Unified Government operations through strategic planning; directing the preparation and management of departmental budgets; providing leadership, direction and supervision of departmental directors, assistant county administrators and other managerial staff. Serving as liaison between the Unified Government and community organizations, agencies and the general public. This position will have a strong emphasis in economic development activities and oversight.

ESSENTIAL FUNCTIONS

Assists the County Administrator in carrying out directives, policies, orders, resolutions, ordinances, and regulations of the Board of County Commissioners. Performs key economic development activities.

VISION STATEMENT:
Uniquely Wyandotte

A vibrant intersection of diversity, opportunity, and distinctive neighborhoods. An engaged community: healthy, fulfilled, and inspired.
Performs the duties, and acts on behalf, of the County Administrator in his/her absence. 
Assists the County Administrator with overall management of Wyandotte County operations. 
Directs and conducts studies and research related to assigned programs and projects. Prepares key reports on County projects and programs. 
Analyzes economic data and strategically utilizes local and state tools to promote new growth and/or expansion of businesses and housing within Wyandotte County. 
Analyzes the use of development incentives to advise the County Administrator and elected body in setting the best policy for our community. 
Works directly with the Wyandotte Economic Development Council in marketing, attracting and structuring development agreements for new or expanding business growth. 
Provides recommendations concerning the nature and location of County improvements. 
Participates in the preparation of the annual county operating budget, capital budget, and capital program. Performs periodic cost and productivity analyses to ensure efficient and appropriate use of funding. 
Attends and participates in meetings and work sessions of the Board of County Commissioners. Assists the County Administrator in the preparation of agenda items, reports, and other documentation needed for meetings and work sessions. Makes presentations to the Board of County Commissioners as requested. 
Confers with business and industry groups; community groups; state, regional, and local partners; and other stakeholders regarding County projects, programs, and best practices to promote strong relationships. 
Serves on boards, commissions, committees, and working groups within area of responsibility. 
Sets goals and objectives for assigned team members for achievement of operational results. Assigns work and delegates responsibilities to staff and monitors progress to ensure program and project goals are met. Hires, trains, coaches, appraises, and rewards assigned staff. Responds appropriately to employee complaints and issues. Cultivates strong working relationships and builds trust among team members. 
Monitors and evaluate the activities of designated department directors. 
Reviews and recommends new methods and procedures to make operations more efficient. Performs considerable short-term and long-term planning, scheduling, and coordinating within area of responsibility. Develops, interprets, and implements management policies for area of responsibility. 
Maintains knowledge and understanding of current best practices, trends, laws, and issues affecting area of expertise. Attends educational events that will increase professional knowledge and be otherwise beneficial to the County.

KNOWLEDGE/SKILLS/ABILITIES

Excellent organization, prioritization, analytical, and problem-solving skills in order to effectively manage area of responsibility and attain goals set. Able to resolve difficult and complex problems and situations. 

- Expert knowledge and understanding of regulatory compliance necessary to successfully perform job responsibilities. 
- Excellent knowledge and understanding of computer systems and software applications required to perform job responsibilities. 
- Excellent verbal and written communication skills and interpersonal skills, including public presentation skills, in order to interact professionally and effectively with staff, elected officials, business leaders, the general public, and government regulators. Able to influence others regarding policies, practices, and procedures.
INTERIM DEPUTY COUNTY ADMINISTRATOR
Unified Government of Wyandotte County/Kansas City, Kansas

EDUCATION & EXPERIENCE
Master’s degree preferred in public administration, business administration, or related field and ten or more years of progressively responsible public sector experience to include program and project management, economic development or other related public administration experience or an equivalent combination of education and experience sufficient to successfully perform the essential functions of this position.

COMPENSATION & BENEFITS

APPLICATION PROCESS
Please submit applications/resumes to:

Unified Government Human Resources Department
701 North 7th Street, Rm. 646
Kansas City, KS 66101
Email: jobs@wycokck.org

Application/resume deadline: Open Until Filled
For more information, please visit our website at www.wycokck.org

The Unified Government of Wyandotte County/ Kansas City, Kansas is an equal opportunity employer.

OUR KEY ELEMENTS
- Reduce Blight
- Increase Economic Prosperity of the Community and Opportunity for our Residents
- Increase Safety and Perception of Safety
- Improve Community Health
- Improve Customer Service and Communication
- Increase Community Cohesion
- Improve Infrastructure