

Executive Summary

City Manager Recruitment

I. Overview

The following summarizes the current status of the City of Fort Pierce's recruitment of their new City Manager. At the beginning of the posting of the position, there were a couple of applicants who were having difficulties applying through the City's new recruitment platform. Human Resource's staff worked with each applicant individually to resolve their issue and to date all applicants have been able to apply and upload any pertinent documents to their application.

Within the recruitment process timeline, Human Resources is recommending that City Commission conduct one-on-one interviews instead of public interviews. These interviews are tentatively set for February 18, 2025, and will be coordinated by Human Resources. Each applicant will have an individual 45-minute interview with each Commissioner. In addition, Human Resources also recommends that City Commission holds a special meeting to discuss final appointment or provide further direction. This could possibly be done at a special meeting on February 19th or 20th. However, Human Resources will move forward with whatever direction City Commission deems necessary.

II. Recruitment Process Timeline

- a. Recruitment period: 11/15/2024 – 12/15/2024
- b. HR candidate assessment: 12/16/2024 – 1/3/2025
- c. Qualified applicant pool presentation to City Commission for interview selection: 2/5/2025
- d. One-on-One Interviews: 2/18/2025
- e. Final discussion and selection: TBD

III. Recruitment Platform Analytics

- a. City of Fort Pierce website
- b. Indeed
- c. Governmentjobs.com
- d. International City/County Management Association (ICMA)
- e. ICMA – Job Center Landing Social Media
- f. The National Association of County Administrators (NACA)
- g. LinkedIn

IV. Applicant Analytics

- a. Total applicants to date: **75 (had 77 but 2 applicants have withdrawn)**
- b. Total qualified applicants to date: **29**
- c. Total non-qualified applicants to date: **46**
- d. Total in-state applicants: **66**
- e. Total out of state applicants: **9**
- f. Total internal applicants: **1**
- g. Qualified applicants who completed the questionnaire: **25**

- i. Geographics of applicants: **5** out of state (CO, NM, Kansas, Georgia, PA, and New York);**9** local (Port St. Lucie, Vero, and Fort Pierce);**11** non-local (Jupiter, Leesburg, Pembroke Pines, Fort Lauderdale, Coral Gables, Jacksonville, Madeira Beach, Town of Century, Clermont, Delray Beach, and West Palm Beach)
- h. Non-qualified applicant who was selected to complete questionnaire: **1**
- i. Qualified applicants who did not complete questionnaire: **4**
- j. Applicants who did not meet the minimum qualifications of the position: **46**