



City of North Bend

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ICMA Fellowship Work Plan

About Our City

North Bend, with its magnificent McCullough Bridge, is the northern gateway to the Bay Area. Better known as Oregon's Adventure Coast, it is a slogan-like title, and you really cannot argue with the validity of adventurism here. North Bend has the wildest wave action spot on the entire coastline with Shore Acres, lots of dune buggy wackiness, fishing, and long stretches between beach access. The city boasts a history of great innovators and businesspeople. Asa M. Simpson and his son Louis were prime movers in the town's development. North Bend was the hub of their northwestern timber holdings. North Bend is home to Pony Village Mall, the largest indoor shopping center on the coast, along with The Mill Casino, Southwest Oregon Regional Airport (OTH), Southwestern Oregon Community College, and North Bend Medical Center. Located adjacent to the Oregon International Port of Coos Bay, North Bend is also home to the towering 500-foot Oregon Dunes National Recreation Area, beautiful Horsfall Beach, and plenty of quaint shops, antique stores, and restaurants.

Population: 9,975

Staff: 70 Full-Time Employees

Departments: Administration, Finance, Fire, Information Center, Library, Parks & Recreation, Police, Pool, Public Works/Building Codes, Community Development, Street Division, and Waste Water Treatment Plant

Location: Coastal Southwest Oregon

5 minutes to Coos Bay, 2 hours to Eugene; 3 hours to Salem; 3.5 hours to Portland

Airport: Served by United Airlines with direct flights to San Francisco, Denver

An alternative airport is Eugene (EUG)

Assignment

The ICMA Fellow will work closely with the management team on economic and community development initiatives, including:

- Create and develop a downtown Main Street Program to include administrative, coordination of special projects, special events, fundraising initiatives, volunteer management activities, grant writing, etc.
- Create and develop civic engagement initiatives
- Attend and actively participate in department management meetings
- Cross-train with our City Recorder to learn all aspects of public administration, public records, meeting management, financial administration, procurement, etc.
- Interact with various employees in all departments, citizens, and business representatives
- Create and develop a Youth Council leadership program that will advise our appointed and elected officials on issues and opportunities affecting youth in our community
- Participation in the planning and execution of a Citizen's Academy program
- Work in tandem with Community Development to review and update city code and ordinances, and develop code for adoption by the City Council to better position North Bend as a progressive and business-friendly community.