

PUTNAM COUNTY: INTERIM COUNTY MANAGER

Putnam County, Georgia, is seeking a highly competent, qualified candidate with the passion, management experience, and technical prowess to serve as an interim County Manager. The county's current manager is retiring effective May 31, 2026, after more than 16 years of service.

Putnam County is a predominantly rural community of 22,855 permanent residents in Georgia's Lake Country with a strong tourism industry and quality recreational amenities. The county operates with an annual budget of approximately \$44.7 million and has a strong team of professional staff in place. The Interim County Manager will be chiefly responsible for independently organizing the County's daily functional operations throughout the interim period.

A separate advertisement will be issued for the full-time, permanent County Manager position. Any person interested in being considered for the full-time County Manager position must submit an application for that position when released.

Responsibilities

The ideal candidate for the Interim County Manager position will have comprehensive local government management experience. In particular, the Interim County Manager will be responsible for finalizing the county's FY27 budget, which will begin on October 1, 2026. The Interim County Manager will also be responsible for developing intergovernmental agreements, including, but not limited to, preparation for a new TSPLOST referendum for the county, as well as preparing for a FLOST referendum in cooperation with the County Attorney. A successful candidate will value responsible governance and have excellent interpersonal skills, balancing the needs of a diverse group of stakeholders, especially as related to planning and zoning cases that will come before the Board of Commissioners during this time. Beyond these special projects, the Interim County Manager shall be able to perform all other basic duties of a County Manager with a high degree of professionalism.

Putnam County desires that the Interim County Manager will be available for a term of engagement from May 1, 2026, through September 30, 2026. The Board of Commissioners expects the Interim County Manager to work 20 hours per week at a minimum but may require more on occasion.

Minimum Qualifications

The Interim County Manager should, at a minimum, have a bachelor's degree (master's preferred) in business management, public administration, political science, or a closely related field from an accredited college or university; and at least five (5) years of previous experience as a City/County Manager or Administrator. This candidate must have or be readily able to obtain a valid Georgia Driver's License. A post-offer criminal background check and drug screen are required.

Compensation and Benefits

Compensation will be mutually agreed upon by contract between Putnam County and the selected finalist. The Interim County Manager will be a contractor for the County and therefore not eligible for employee benefits. Contract terms are subject to negotiation and are commensurate with the candidate's experience.

How to Apply

The Middle Georgia Regional Commission will be receiving all application materials and will conduct the initial review of candidates. The priority deadline for the first round of applications is **5:00 p.m. EDT on Friday, April 10, 2026**. However, the position will remain open until filled. To be considered for this position, interested candidates should submit a cover letter, resume, and at least three references to gboike@mg-rc.org. Please contact Greg Boike at the Middle Georgia Regional Commission with any questions at gboike@mg-rc.org or **478-722-6945**. Putnam County reserves the right to reject any and all applications received, including applications received after the due date and time. Putnam County is an Equal Opportunity Employer.