

# **Beaver Creek Metropolitan District General Manager**

## **Desired Candidate Attributes**

### **Minimum Requirements**

Six years of relevant managerial experience. Bachelor's degree is preferred and Master's degree in public or business administration is a plus. Must have or be able to obtain a Colorado driver's license. Must reside in the Eagle Valley or be willing to relocate to the Eagle Valley. Must be willing to work in-person.

### **Communication Skills**

The General Manager (G.M.) of the Beaver Creek Metropolitan District (BCMD) must be able to communicate effectively with a very broad range of individuals and organizations, including board members, BC residents and guests, various BC employees, fire department personnel, senior management at Vail Resorts (VR) and Beaver Creek Resort Company (BCRC), various consultants and contractors, and elected officials and staff at the local and county level. Communication needs to be timely, calm, clear and concise.

The Beaver Creek Resort is jointly managed by VR, BCRC and BCMD. Individual residents and guests and members of the Beaver Creek Property Owners Association and other homeowner groups also make comments to and requests of BCMD. Interaction with these various parties requires the ability to recognize and accommodate their interests while maintaining allegiance to and protection of BCMD's interests. Strong opinions and strong personalities are often involved. Insight and subtlety are required.

The G.M. must assure performance by BCMD contractors through effective communication and management of expectations and contract terms.

### **Project Management Experience**

Each year, the G.M. must procure and oversee several large projects, usually involving maintenance and repair of facilities and roads. The candidate should have experience directing and managing various projects of similar magnitude.

### **Contract Management Skills**

Virtually all BCMD services are performed through contracted service providers. There are new and ongoing contracts that must be reviewed, considered and/or renewed annually. There are also special initiatives and capital projects that must be managed from time to time. While supported by the District's legal counsel and other consultants as needed, the G.M. needs to be able to read and understand legal documents and be able to propose edits or new language that achieves BCMD's goals and protects its interests. Ultimately it is the G.M. that recommends contracts for board approval.

The G.M. must be able to negotiate with contracted service providers by understanding BCMD's needs as well as those of the other party, finding common ground, resolving conflicts, and driving to conclusion. In addition to managing the development, review and approval of contracts, the G.M. then has the responsibility to assure that executed contracts are adhered to by the contracting parties. This requires being aware of the details of each contract and then doing the necessary oversight to assure those details are complied with.

### **Local Government Administration and Budgeting Experience**

As a C.R.S., Title 32 "Special District," BCMD is local government with taxing authority and subject to Colorado's open meetings, open records, election, budgeting and other laws and constitutional provisions for local governments. There are both legal and fiduciary responsibilities that accompany developing budgets and managing financial performance. BCMD's budgets appropriate over \$10m annually, and there are several contracts that exceed a million dollars annually. The ideal candidate will have experience with local government management and setting budgets of similar magnitude to achieve an organization's goals while living within its financial constraints.

### **Board of Directors Interface Experience**

The G.M. reports to the BCMD board of directors and is the only employee of the District. It is imperative that the G.M. develop an effective working relationship with board directors and earn their trust. The G.M. must give information to make informed decisions without overwhelming, unneeded details. The G.M. also keeps the board informed of ongoing activities, progress on major projects and impending issues or problems. It would be beneficial if the successful candidate can demonstrate experience in working for a board of directors and can provide references from members of that board.

### **Customer Service Mentality**

BCMD is in the service business and works with others to assure Beaver Creek remains a world class resort for both residents and guests. BCMD services should drive repeat business and ongoing community support and satisfaction. This requires that the G.M. and contracted service providers keep customer service at the forefront of their thinking as they go about their duties. The G.M. has the responsibility to act that way personally and to ensure service providers do as well. Demonstrated success in providing service to others will be an important attribute of any viable candidate.

### **Beaver Creek Resort and General Ski Resort Knowledge and Experience**

Beaver Creek in particular and resort communities in general are unique environments and businesses. Beaver Creek community operations are overseen jointly by the BCMD, BCRC and VR, and is integrated with the Bachelor Gulch and Arrowhead areas of the overall resort area. The complexities of this arrangement are unique and influenced by past activities and future aspirations. It would be beneficial if the successful candidate can demonstrate knowledge of the structure of Beaver Creek's overall organization and has experience in working in or around a ski resort or a resort community.

### **Other Attributes**

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High ethics and morals. Honesty. Sense of humor. Sound writing skills, numerical skills, and reasoning skills. Flexibility. Outgoing personality. Consistent and easy-going demeanor. Slow to anger. Not given to impulsive behavior or outbursts. Competent and comfortable with business technology including e-mail, spreadsheet and word processing software, tablets and smartphones.