

*Join a new team built to
connect community
needs with County
action.*

Work alongside the **Director of Economic Vitality & Municipal Services**, the Marin City Municipal Services Manager, and an Economic Vitality Analyst.

The position

Join the Office of the County Executive's new **Economic Vitality & Municipal Services Division** and help advance priorities across **West Marin**. The West Marin Municipal Services Manager will connect West Marin communities and County government – working with County departments, public agencies, community organizations, businesses, and residents to advance critical priorities. The role combines community engagement, analysis, and project management to turn community needs into actionable County strategies and investments.



County of Marin
Office of the County Executive

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3501 Civic Center Dr., Ste 325

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www.marincounty.gov/executive

—
HR Recruitment:
Alisa.Samuel@marincounty.gov



West Marin Municipal Services Manager

\$152 - \$183K*

**DOQ. The County of Marin offers highly competitive benefits, see job posting for details*

[Apply here](#) by September 27th!

Interviews tentatively scheduled for mid-October

Key responsibilities

- Coordinating implementation across County departments and partner agencies and briefing the County Executive and Board of Supervisors on significant West Marin issues.
- Conducting complex policy, programmatic, operational, and fiscal analyses and translating findings into practical recommendations.
- Independently preparing Board of Supervisors staff reports, executive briefings, policy recommendations, presentations, and other materials with minimal supervisory oversight.
- Analyzing County spending and investments in West Marin and identifying opportunities to better coordinate and strategically deploy resources.
- Reviewing special district governance, services, budgets, revenues, expenditures, and financial capacity.
- Researching and evaluating local, state, federal, and philanthropic funding opportunities for infrastructure and community priorities.
- Collecting and analyzing data to assess community needs, service delivery, program effectiveness, and potential policy alternatives.

About you

We are looking for someone who can combine strategic thinking, strong analysis, project management, and relationship-building.

The successful candidate will be comfortable moving between detailed policy and financial analysis, community meetings, cross-agency coordination, and executive-level briefings. They will be able to navigate differing perspectives, communicate complex issues clearly, and build trust while maintaining the objectivity and professionalism of County staff.

Most importantly, we are looking for someone genuinely interested in **developing a deep understanding of and connection to West Marin's communities**, geography, economy, infrastructure, and public-service needs.

Serving Coastal west Marin from Dillon Beach to Muir Beach; inland areas including Nicasio, Chileno Valley, the San Geronimo Valley, and west Novato.

West Marin Visioning

The Community Development Agency is leading the County's [West Marin Visioning](#) effort, effort to define a shared, long-term vision for the future of West Marin. The collaborative process will bring together residents, businesses, community organizations, and public agencies to identify priorities that support resilient communities, a thriving local economy, and a healthy environment.

Economic Vitality Roadmap

The County's [Economic Vitality Roadmap](#) initiative is a countywide planning effort, but the West Marin Municipal Services Manager will serve as a key advisor and implementor for the initiatives for the West Marin subregion in the Roadmap.

Ongoing County response to Point Reyes Seashore Settlement

The January 2025 National Parks Services [Point Reyes Seashore Settlement](#) resulted in the permanent closure of 12 ranching operations and the relocation of workers and families living on the ranches. While the County was not a party to the settlement, we continue our work with community partners to advance affordable housing, workforce, and other community solutions in response.

