

# CITY MANAGER

ROSEBURG *Oregon*



## Why Apply?



This is an exceptional opportunity to lead a collaborative, service-driven organization with tremendous community pride and spirit. The City Manager will join the organization at a pivotal time, helping guide several important City initiatives while shaping future growth and redevelopment opportunities. The position offers meaningful economic development potential and the advantage of an enviable permanent property tax rate. Roseburg's next City Manager will lead a talented, cohesive executive team and benefit from the support of numerous community groups and nonprofit organizations that enhance and strengthen City programs and services. Nestled in the scenic Umpqua River Valley of southern Oregon, Roseburg offers a relaxed pace of life, excellent transportation access to the Oregon Coast and Central Oregon, and a quintessential Pacific Northwest lifestyle.



# *Welcome to* ROSEBURG

Located in southwestern Oregon along the Umpqua River, Roseburg is a community of 23,910 residents and the county seat of Douglas County. The city lies along the Interstate 5 corridor about 70 miles south of Eugene and 125 miles north of the California border, serving as a regional center for retail, government, and medical services. Once known as the “Timber Capital of the World,” Roseburg’s economy and identity have been shaped by the timber industry, and today it remains the county’s largest city, with daytime population swelling to nearly 60,000.

Set within the scenic Umpqua Valley, Roseburg is surrounded by mountains, rivers, and forests and enjoys a mild climate that draws visitors year-round. The nearby Umpqua National Forest offers miles of trails, camping destinations, natural hot springs, and iconic waterfalls such as Toketee Falls, one of the most photographed in the state. The region is also one of Oregon’s emerging wine destinations, home to dozens of wineries and tasting rooms.

Downtown Roseburg reflects the community’s character, with historic buildings, tree-lined streets, and a variety of locally owned shops and eateries. The South Umpqua River winds through the city, providing opportunities for fishing, paddling, and scenic strolls. Residents also enjoy access to 20 parks spanning more than 400 acres, along with amenities such as a golf course, tennis and pickle ball courts, skate park, disc golf course, dog park, and walking trails. Umpqua Community College serves as a regional hub for education, workforce development, and lifelong learning.

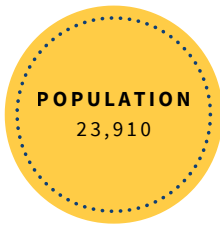
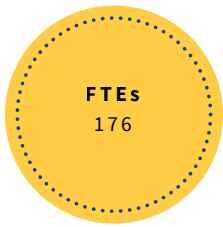
A full calendar of events brings the community together throughout the year, from summer arts festivals and concert series to classic car shows, fall brew fests, and a winter festival of lights. The Douglas County Fairgrounds hosts the annual county fair as well as rodeos, trade shows, and motorsports races. To the west, the Oregon Coast is less than two hours away, making Roseburg an ideal base for exploring the Pacific Northwest.



# THE CITY OF ROSEBURG

The City of Roseburg is a full-service city serving a population of 23,910 across 10.6 square miles with a FY 2025-26 budget of \$113.9 million and a team of 176 FTEs. Departments include Administration (City Manager/City Recorder/Human Resources), Community Development, Finance and Management Services, Fire, Library, Municipal Court, Parks & Recreation, Police, and Public Works.

Incorporated in 1872, the City operates under the Council-Manager form of government, with a City Council comprised of a Mayor and eight Council Members. Roseburg is divided into four wards, with two Council Members elected from each ward to serve four-year terms. The Mayor is elected at large to a two-year term.



## THE CITY MANAGER

Working under the guidance and direction of the City Council, the City Manager serves as the Chief Executive Officer of the City. The City Manager supervises and manages the City's administrative and business affairs, ensuring that applicable laws and ordinances are enforced and that department heads and employees perform their assigned duties. The City Manager also serves as the budget officer, coordinating the budget process to ensure the City meets all legal requirements and reflects Council priorities. The City Manager Department includes the City Manager, City Recorder, Human Resources Director, Communications Specialist, Special Projects Coordinator, Human Resources Generalist, and Administrative Assistant.





## IDEAL CANDIDATE TRAITS

- Demonstrates a collaborative approach and openness to new ideas.
- Flexible, approachable, and takes the time to get to know the Council, staff and community before implementing change.
- A leader with a positive and proven track record of working cooperatively with elected officials, staff, and the community.
- Outgoing, visible, and willing to engage with the community.
- Demonstrates a high level of honesty, integrity, and ethical behavior.
- A good listener who is politically astute and able to move issues forward while respecting and acknowledging differing viewpoints.
- Communicates effectively with Council, staff, and the community, and ensures appropriate follow-up on Council and community concerns.
- A creative thinker who will advance the agreed-upon goals established by Council.





# OPPORTUNITIES & CHALLENGES

## ***Downtown Parking***

The City currently contracts with a third-party vendor to provide downtown parking enforcement. The City subsidizes these enforcement operations at approximately \$250,000 per year. The next City Manager will need to work with the City Council and downtown merchants to develop a solution for parking enforcement that reduces the City's subsidy to a more sustainable level.

## ***Diamond Lake Urban Renewal District***

The City adopted the Diamond Lake Urban Renewal District in 2018 to invest in major transportation and infrastructure improvements and address blight, with the primary goal of making the area attractive to developers and encouraging employment and housing opportunities. The next City Manager will help shape future growth and development in the area by providing planning and infrastructure oversight and identifying opportunities to expand employment.

## ***Charter Oaks Urban Growth Boundary Expansion***

In 2025, the City successfully advocated for the State of Oregon to alter Roseburg's Urban Growth Boundary, enabling the development of approximately 670 new housing units over the next several years. The area will require additional planning and infrastructure analysis.

## ***Homelessness***

Like many cities, Roseburg is experiencing an increase in homelessness. The City has partnered with Douglas County and a network of well-resourced nonprofits to develop coordinated strategies to respond to the growing need. The Council has also expressed a strong desire to explore new initiatives and partnerships that support vulnerable residents and strengthen community well-being.

## ***Staffing and Succession Planning***

The City is fortunate to have long-tenured employees who are committed to public service. The next City Manager will need to work with the executive team on succession planning and leadership development to ensure long-term continuity of operations. Additionally, like many police departments across the country, the Roseburg Police Department is experiencing recruiting and hiring challenges that will require new strategies to obtain full staffing levels.

# EDUCATION & EXPERIENCE

- Bachelor's degree in business administration, public administration or related field. (Advanced degree preferred.)
- 5 years of experience as a chief executive or department head in a local government organization or equivalent level experience in a private sector business or industry.
- 5 years of experience managing and supervising employees.
- Or equivalent education and experience that demonstrate the necessary knowledge, skills, and abilities.
- **DESIRED:** Experience in urban renewal, business recruitment and retention, job development, tourism and chamber coordination, and regional or community economic development partnerships.



# COMPENSATION & BENEFITS

This position offers an annual salary of \$185,500 to \$220,000 along with a comprehensive [benefits](#) package. Additional compensation includes a \$40 monthly phone allowance and a \$250 monthly fuel allowance. The City Manager is required to reside within the city promptly after acceptance of the position and throughout the term of employment.

# RESOURCES

[FY 2025-26 Budget](#)

[Master Plans](#)

[Org Charts](#)

[Experience Roseburg](#)



# TO APPLY

Apply Online: [gmphr.com](http://gmphr.com)

First Review: **July 5, 2026**

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