

DEPUTY CITY MANAGER

RIDGEFIELD *Washington*



Why Apply?



This is an excellent opportunity to join a collaborative staff in one of Washington's fastest-growing cities. The current Deputy City Manager is retiring after a long career in local government. The Deputy City Manager oversees the administration team, including human resources, IT support, City Clerk functions, and external communications. Ridgefield is ideally situated 10 miles north of Vancouver and is home to the 5,200-acre Ridgefield National Wildlife Refuge. The next Deputy City Manager will benefit from dedicated staff and a supportive, collaborative executive team.

An aerial photograph showing a large crowd of people lining a street for a parade. Several vehicles, including a yellow construction vehicle and a white truck, are visible on the road. The street is lined with trees and buildings, and the crowd extends far down the road.

Welcome to RIDGEFIELD

Located along the Interstate 5 corridor about 14 miles north of Portland and 10 miles north of Vancouver, Ridgefield is one of Washington's fastest-growing communities. Home to 16,820 residents, the city has more than doubled its population over the past decade while still retaining its small-town character. Ridgefield's location provides convenient access to the Portland metropolitan area, Portland International Airport, and major employment centers throughout southwest Washington and northwest Oregon, making Ridgefield an increasingly popular place to live for those seeking a quieter lifestyle within easy reach of urban amenities.

Ridgefield encompasses a diverse landscape of protected wildlife habitat, working farms, and residential and commercial neighborhoods. Originally established around timber, dairy farming, and river commerce, Ridgefield today is known as the gateway to the Ridgefield National Wildlife Refuge, where more than 5,000 acres of wetlands, grasslands, and forests provide habitat for migratory birds and wildlife along the Pacific Flyway. The city also celebrates its rich history at Cathlapotle, the historic Chinookan village site noted by Lewis and Clark in 1806.

With tree-lined streets and scenic views over Lake River, downtown Ridgefield blends small-town Pacific Northwest charm with historic community anchors like the Old Liberty Theater, the community library, and walkable local storefronts. Residents enjoy neighborhood parks and miles of walking and cycling trails, with nearby access to the Columbia River for fishing and paddling. The state-of-the-art Ridgefield Outdoor Recreation Complex hosts youth tournaments and the Ridgefield Raptors collegiate baseball team each summer, while annual traditions such as the Fourth of July celebration, BirdFest and Bluegrass Festival, Farm to Table Dinner, and the seasonal farmers market bring the community together.

Located along one of the West Coast's busiest transportation corridors, Ridgefield continues to attract new commercial investment and regional development—including Washington's long-awaited first In-N-Out Burger location. Major employers include Costco and Vancouver Clinic, while a Clark College satellite campus and the continued development of the Port of Ridgefield waterfront are helping expand the city's role as an emerging economic center in southwest Washington.



THE CITY OF RIDGEFIELD

Incorporated in 1909, the City of Ridgefield is a full-service city serving a population of 16,820 across 7 square miles in Clark County. The City operates with a 2026 annual budget of \$81 million and a team of approximately 90 employees across five departments: Administration, Community Development, Finance, Police, and Public Works.

The City operates under the council-manager form of government, with a seven-member City Council elected at large. Every two years, the Council selects one of its members to serve as Mayor. The City Council appoints the City Manager, who serves as chief executive and is responsible for carrying out Council policy and overseeing the day-to-day administration of the organization. City Manager Steve Stuart has served in the position since 2014.

The City provides a full range of municipal services including water and stormwater, operations and maintenance, parks and trails operations, capital and infrastructure management, engineering, and community and economic development. Fire/EMS services are provided by Clark County Fire and Rescue.

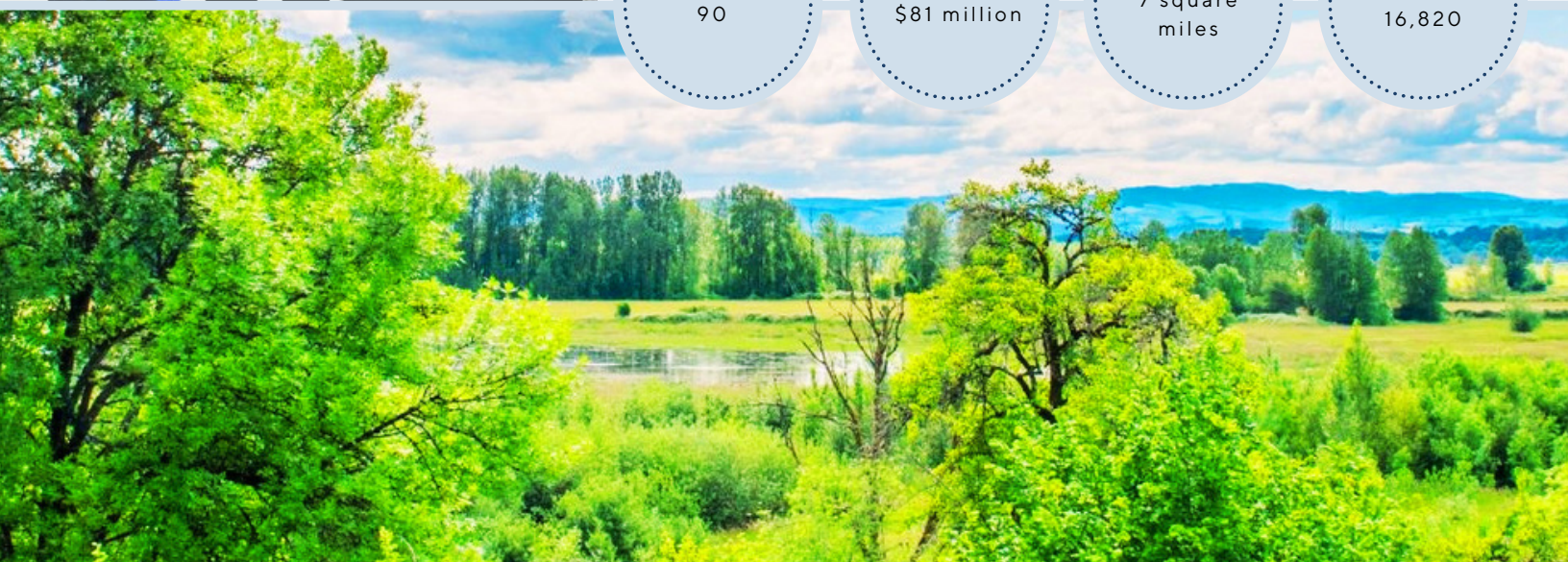
City leadership embraces a philosophy of continuous improvement, both individually and collectively, to lay the foundation for employee and community success. The workplace culture fosters collaboration and cooperation between departments and the City benefits from high levels of employee engagement.

EMPLOYEES
90

BUDGET
\$81 million

AREA
7 square
miles

POPULATION
16,820





View job
description at
gmphr.com

THE DEPUTY CITY MANAGER

Reporting to the City Manager, the Deputy City Manager serves as the primary assistant to the City Manager in the administration and direction of City operations and activities. The Deputy City Manager manages the Administration Department, including the City Clerk's Office, human resources and payroll, labor relations, information technology coordination, records management, event planning, and community outreach and engagement. Responsibilities also include strategic planning, budgeting, organizational development, and serving as acting City Manager as required. Direct reports include the City Clerk, Human Resources Manager, Community Events Lead, and Public Relations & Events Coordinator.

IDEAL CANDIDATE TRAITS

- Experience with collective bargaining, including leading labor negotiations, overseeing and interpreting collective bargaining agreements, and establishing positive working relationships with union leadership.
- A transparent, open, and approachable leader with a coaching/mentoring mindset.
- Knowledge of human resource principles and practices, including payroll, accounts payable/receivable, and performance management.
- Ability to communicate and build relationships with a variety of community stakeholders, including the Ridgefield Main Street, Ridgefield Chamber of Commerce, Friends of the Ridgefield National Wildlife Refuge, the Ridgefield Art Association, and others.
- Creative, strategic thinker who values continuous improvement and lifelong learning.
- Proven ability to manage multiple projects and keep assigned projects and initiatives on track.

EDUCATION & EXPERIENCE

Bachelor's degree in political science, human resources management, or a related field and 8 years of progressively responsible experience in municipal government, including 5 years at the director level or higher, with leadership experience in a broad range of municipal functions, including legal, human resources, labor relations and negotiations, and risk management. An equivalent combination of education and experience that demonstrates the necessary knowledge and abilities may be considered.

PREFERRED: Human Resources Specialist certification or legal training.

COMPENSATION & BENEFITS

The City of Ridgefield offers an annual salary range of \$153,823 to \$214,818, based on qualifications and experience, with a COLA each January and the potential for an annual merit increase of up to 5%. The City offers a comprehensive benefits package including:

- Medical, dental, vision, and long-term disability insurance
- City-paid life insurance equal to two times annual salary, up to \$300,000
- Optional employee-paid life insurance up to \$500,000 with medical approval
- Flexible spending account
- VEBA account
- 160 hours of vacation in the first year, with increasing accrual in subsequent years
- 11 paid holidays and 3 personal days
- Sick leave accrued at 8 hours per month, up to 1,200 hours
- Robust wellness program
- State-provided long-term care insurance and Paid Family and Medical Leave
- Deferred compensation with Roth and pretax options
- Retirement through Washington State PERS



RESOURCES

[Administration Department](#)

[2026 City Budget](#)

[City Council Goals](#)

[Comprehensive Plan](#)

[The Ridge Newsletter – Jan. 2026](#)



**TO
APPLY**

Apply Online: gmphr.com

First Review: September 13, 2026

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