



MANSFIELD

Massachusetts

Town Manager Position Profile

The Town of Mansfield Selectboard invites candidates to learn about the opportunity to be the next Town Manager, who serves as the day-to-day leader of the municipality.

The Selectboard is looking for an experienced municipal leader with finance expertise who has a track record of building consensus, engaging with community stakeholders, and managing multi-year complex community development policies and projects that effectively balance diverse interests.

The Town of Mansfield

Mansfield is a developing community located 35 miles southwest of Boston at the nexus of many major transportation connections-including a bustling commuter rail station, a municipal airport and four major roadways (I-95,I-495, and state routes 140 and 106). It is part of the Southeastern Regional Planning and Economic District (SRPEED), which is a regional planning agency that serves 27 cities and towns in Southeastern Massachusetts. Mansfield's relative affordability, transportation access, diverse employment opportunities in its business parks and commercial areas, and high-quality of life have made it an attractive place to live, work and visit. (source: Mansfield Master Plan Update-6/2020)

In 2030, Mansfield is a vibrant, sustainable, and affordable mixed-use community with strong transit and pedestrian connections to adjacent communities, green spaces, and neighborhoods. New development and businesses are integrated into Mansfield's existing fabric through harmonious design and appropriate scale. New, young, and old residents are brought together through events, programs, and a shared sense of community identity. (Source: Vision 2030- Mansfield Master Plan Update -6/2020)

Overview

Mansfield faces challenges such as budget limits, tax burdens, MBTA zoning pressures, political transparency, and questions of trust and fairness in both government and the community. The next Town Manager must exhibit professional leadership, fiscal expertise, political adeptness, and foster a positive, collaborative work culture while prioritizing the town's interests. Key priorities for Select Board members emphasize financial management, open communication, fairness, high visibility, and strong leadership to address these ongoing challenges and enhance community engagement and organizational effectiveness.

MANSFIELD FACTS

- Population 23,862
- Income per Capita \$60,717
- Owner-occupied Housing 72.9%
- Total Households 8,880
- Average Household Size 2.68

Financial Management

Mansfield has a solid financial base, including a AA+ bond rating, positive free cash, and stabilization fund balances. The FY26 budget is approximately \$120 million with \$62 million appropriated to the School Department. There is a robust capital planning process with accepted policies and practices that are proactive regarding maintenance needs and life cycle replacement projects.

However, like many communities in Massachusetts, Mansfield's finances are being impacted adversely by rapidly rising health insurance and inflationary increases. Residents are concerned about affordability and tax burden on seniors. There was a failed override attempt in the spring designed to preserve the quality of services. The next Town Manager will play a leading role in analyzing and proposing next steps. The new Town Manager must have strong financial skills with budgeting, projecting future needs, and strategic planning abilities to balance competing financial demands. Crafting a sustainable and stable financial environment will be a key measure of success. The new Town Manager must be adept at communicating and engaging with the Selectboard, Finance Committee, and residents to ensure plans and policies are clear, fair and based on factual need.

Growth and Community Development

There's a strong desire to maintain Mansfield's small-town charm while addressing the need for more affordable housing options, especially for young families and older adults. Strategic planning and thoughtful zoning are critical priorities. There are concerns about density, traffic, and losing the small-town feel. There is at times contentious debate in the community about the best path forward. The new Town Manager will need to have experience and skills to empathetically and skillfully engage with the public, other stakeholders, as well as work with the Selectboard and staff to identify future pathways that balance the needs of preserving Mansfield's small-town history and feel while enabling smart growth that brings vibrancy and needed financial support for the tax base.

Staffing and Human Resources

Mansfield has a strong and dedicated group of managers and employees. Like many municipalities, reaching and sustaining staffing goals can be challenging. The incoming Town Manager should possess experience and demonstrate innovative approaches in formulating personnel policies that effectively support current staff, enhance employee retention, and address succession planning.



Public engagement/trust

Maintaining trust with the Select Board, community, and staff is essential to Mansfield's vitality. Experience designing and executing effective public outreach and engagement campaigns that build buy-in, trust, a sense of community and collaboration in the local civic space will be critical. The next Manager is expected to be highly visible at community events to gain a good understanding of public sentiment and to positively represent local government.

Town Manager Responsibilities

The town Manager's responsibilities, as outlined in the Town Charter, include but not limited to:

- The Town Manager is the chief executive and administrative officer of the Town, managing the operations of all functions and departments of general government departments

- Prepare for the Select Board a complete financial plan of all town funds and activities, including Enterprise Accounts and proposed capital expenditures.
- Administer the job classification system as voted by the town and as may be determined by collective bargaining agreements.
- Maintain a full and complete inventory of the town's property both real and personal.
- Keep the Select Board informed on developments in municipal administration, grants, and other items if significance at the local, state, and federal level.
- Preparing the agenda for each meeting of the Select Board.
- Receive and implement decisions and instructions from the Select Board.
- Provide reports and factual information to the Select Board to facilitate policy formulation and best practice decision making.
- Ex-officio non-voting member of Capital Improvement Program Committee
- Manager of the municipal electric department for the purposes of administrative control and purchasing authority

Qualifications

In accordance to the Town Charter the Manager must be a person especially qualified by education, training and experience in public or business administration. The Town Manager shall possess not less than a bachelor's degree and a minimum of 5 years of professional experience. A Master's degree is preferred as is managerial experience in a municipal or public position with similar responsibility and complexity.

Salary and Benefits

The anticipated starting salary range is \$225,000 +/- depending on experience and qualifications. The Town will negotiate a comprehensive employment contract, including standard and voluntary benefits offered by the Town. The position is full-time and requires in-person presence on-site.

Next steps

Please submit cover letter and resume to the Collins Center for Public Management at: CollinsCenterRecruit@umb.edu and include in the subject line " [Your last name Mansfield Town Manager]" or click below. **Review of resumes will begin November 25, 2025.** The position will remain open until filled. Please reach out to Mary Flanders Aicardi, Human Resources Practice leader at the Collins Center for Public Management at 508-215-8992 with any questions.



The Town of Mansfield is an Affirmative Action and Equal Opportunity Employer. All applicants shall receive equal consideration and treatment in employment without regard to race, color, religion, ancestry, national origin, age, disability, sexual orientation, military status, marital status, familial status, genetic information, or any other status prohibited by law.