

Assistant Town Administrator Interviews

August 10, 2022

Candidates:

Click name to be linked to Vimeo recording

- [Kevin Flynn](#)
- [Walter Ramsey](#)

Interview Questions

1. Please share what motivated you to apply for this job now, at this point in your career. Share your qualifications and how this job fits into your long-term professional goals.
2. One of the ATA's first priorities will be to lead development of a capital plan for facilities and infrastructure. How would you approach that task and how would you approach prioritization of projects?
3. Grant writing will be a major component of this job. What techniques have supported your success as a grant writer? Feel free to reference past grant applications to illustrate these effective or innovative approaches
4. With successful grant writing comes grant management and funded projects do not always go smoothly. Share a particularly messy grant-funded project that you had to manage and you learned through that experience.
5. Montague wants to encourage housing and economic growth, but in a thoughtful fashion that ensures good long-term outcomes and preservation of community character. What are your thoughts on how municipal process, zoning, regulation, and codes can best support those goals?

- 6. Many people feel disconnected from their local government. We want to engage citizens as we plan and execute major initiatives. Please share your experience with community engagement and what you consider to be best practices for engaging diverse stakeholders.**
- 7. What do you feel are the most compelling community and economic development challenges for communities such as Montague? How can we best address these challenges?**
- 8. Montague comprises five villages, each with its own character and needs. What challenges and opportunities might this present the ATA for community and economic development, facilities, and infrastructure?**
- 9. This role will necessarily require close collaboration with department heads, including those on this interview panel. Please share your experience as a collaborator with people in comparable roles and give us insight into how you have approached such collaborations.**
- 10. Professional growth can be a rocky path, but we sometimes learn the most from adversity. What are some of the most important lessons you've learned through your experience planning and managing major projects?**
- 11. What do you see as the most important trends in technology for municipal management, particularly as it relates to the work described in the ATA position description?**
- 12. How could you assist the Town of Montague in managing its environmental impact? How would you measure that management**
- 13. We've asked you a lot of questions, but we are also interested in hearing your questions about the position and the Town. Please feel free to ask those now.**