



Lincoln County
OREGON

COUNTY ADMINISTRATOR
\$165,149 - \$221,945 DOQ

Plus Excellent Benefits

Apply by:

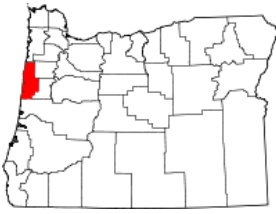
August 30, 2026

First Review, Open Until Filled

***P*ROTHMAN**



WHY APPLY?



This is an excellent opportunity to join a welcoming community that offers an exceptional quality of life. Lincoln County is a great place to work and a well-run organization supported

by a strong team of elected officials, department directors, and employees who serve a vibrant and diverse population. Employees are engaged, dedicated, and committed to providing excellent service. The organization is progressive and dynamic, with a supportive Board of Commissioners (BOC) that genuinely values its staff. This role is ideal for a motivated, experienced professional seeking a long-term position. The successful candidate will provide steady leadership, earn the confidence and respect of colleagues from the outset, and help guide the organization through an exciting period of transition.



THE COMMUNITY

Located 2.5 hours southwest of Portland, Lincoln County is one of the most popular destinations on the Oregon coast. With over 60 miles of shoreline, the coast varies from the rocky cliffs near stunning Cape Perpetua on Lincoln County's southern border to the seven miles of sandy beaches at Lincoln City. Lincoln County is also known for its hundreds of miles of navigable rivers, waterfalls, and old-growth Douglas Firs, lush rainforests, as well as world-class dining and a thriving art and culture scene.

Lincoln County is home to about 50,000 people and seven incorporated cities, each with their unique personality: Depoe Bay, Lincoln City, Newport, Siletz, Toledo, Waldport and Yachats. The northern part of Lincoln County also includes the Siletz Reservation, home to the Confederated Tribes of Siletz Indians, a federally recognized confederation of over 30 bands originating from Northern California to Southern Washington.

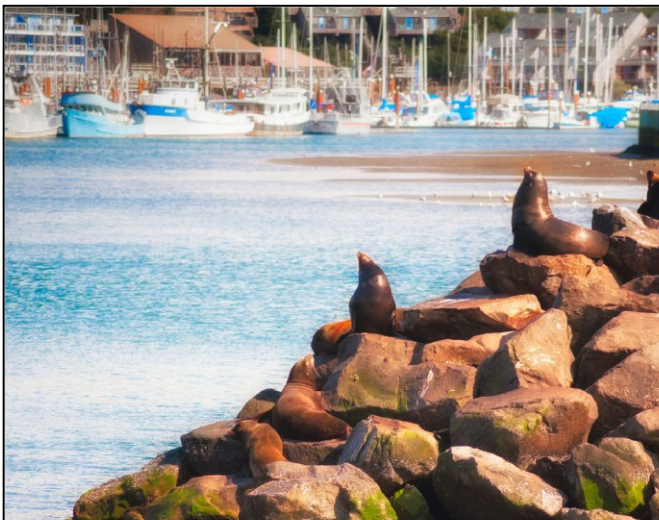
The county seat is Newport, the largest city, with a population of 10,500. A popular destination since the 1800's, Newport is a historic city made up of distinct neighborhoods ranging from the downtown Deco District to the historic Bayfront; a working fishing port with an eclectic array of shops, restaurants, lodging establishments. Regarded as Oregon's oceanography research center, Newport is also home to Oregon State University's Hatfield Marine Science Center, U.S. Coast Guard, NOAA, Oregon Coast Aquarium, and the largest commercial fishing fleet on the Oregon coast. Although tourism has replaced timber and fishing as the county's largest industry, commercial fishing still contributes hundreds of millions of dollars to the region's economy. Income generated from Dungeness crab is more than 40% of the total value of all locally harvested seafood, giving Newport the moniker "the Dungeness Crab Capital of the World."

Residents appreciate the region's small-town feel and spectacular scenery, all while being within reach of the larger cities of Corvallis, Eugene, and Portland. The accredited Oregon Coast Community College has three local campuses across the county that provide higher and continuing education. Commercial air travel is provided to the region through Eugene Airport (EUG) and Portland International Airport (PDX).

THE COUNTY

Established in 1893, Lincoln County employs 526 employees and has a 2026-2027 budget of \$213 million, including a general fund of about \$64 million. The County spans 992 square miles and serves a population of approximately 50,862.

County departments include County Administration, Legal Counsel, Finance & Accounting, Health & Human Services, Human Resources, Information Technology, Juvenile, Parole & Probation, Planning & Development, Public Works, Surveyor's Office, Transit, and Veteran Services. Elected County positions include the Assessor, Commissioners, County Clerk, District Attorney, Sheriff, and Treasurer. The County has a strong management team made up of elected officials and department directors that work closely together with the County Administrator.



THE POSITION

Serving at the pleasure of the Board of Commissioners, the County Administrator manages county operations and is responsible for implementing BOC policy, and for planning, organizing, directing and controlling the activities and operations of Lincoln County government. The County Administrator also develops policy recommendations for BOC action and provides highly responsible and complex administrative support to the BOC. Working under the general direction of the Board of Commissioners, Lincoln County's Administrator supervises non-elected department directors.

To view a full job description please view the attachment found [here](#) or visit www.prothman.com.



OPPORTUNITIES & PRIORITIES

Housing: This is a highly desirable place to live and work. The ocean and forests are great recreational playgrounds. A thriving arts community is a strong community asset. However, there is a shortage of decent, affordable housing that continues to be a barrier to recruitment and retention, not only for the county, but for other public and private employers.

Balancing Budget and Enhancing Services: While enhancing County services is a great priority for the County, the County Administrator must take into consideration the associated costs and maintain a balanced budget, while providing the best services possible. It is anticipated that the County Administrator will have a major role in the budget process.

Administrative Building: The County is implementing steps to ready itself for a new County Courthouse and Administration building, it will be incumbent upon the County Administrator to complete this project.

Organizational Stability: As Lincoln County moves through a period of change, maintaining organizational stability and momentum will be a priority. The County Administrator will play a key role in providing stability and continuity, building strong working relationships with the Board of Commissioners, and helping ensure a smooth path forward for the County and its team.



THE IDEAL CANDIDATE

Education and Experience:

- A bachelor's degree in business administration, public administration or political science and a minimum of seven (7) years of progressively responsible administrative or staff experience in municipal government with at least five (5) years in municipal administration and three (3) years of high-level administrative responsibility as a department head or Assistant City Manager level or above is required.
- A master's degree in a related field as well as previous Oregon County Administration experience is preferred.
- Candidates must possess a valid Oregon State driver's license at time of appointment.
- Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities. The ideal candidate will be committed to excellent customer service.

Necessary Knowledge, Skills and Abilities:

- Knowledge of municipal government administration and operation, policy development and implementation, leadership, motivation, team building and conflict resolution, and pertinent local, State and Federal laws, rules and regulations.
- Ability to competently analyze a budget and technical reports, provide solutions and problem solve department cost recommendations and interpret and evaluate staff reports.
- Strong political acumen, with the ability to navigate a complex and evolving political environment, remain respectful and resourceful, and understand the political balance of issues.
- Skilled at managing difficult conversations, addressing sensitive or contentious issues in the most effective and appropriate manner while maintaining trust and professional relationships.



- Experience analyzing problems, identifying alternate solutions, projecting consequences of proposed actions and implementing recommendations in support of goals.
- Ability to assist the BOC in developing and implementing County policies and demonstrate tact and diplomacy with the public.
- Ability to work confidently side by side with the BOC, treating all members equally and fair in discussion and resolution.
- The ideal candidate will be a strong, experienced manager with a keen knowledge of all local government processes, and the ability to engage in regional issues.
- Ability to take a mentorship role with the staff, providing leadership and maintaining good employee relations, and building trust with the BOC, staff, and the community.
- Skill as a collaborative leader and team player with a strong work ethic, and the ability to show integrity and earn trust within the organization.
- Demonstrated experience managing a county, and the ability to keep the BOC headed down the right track.
- A track record of being fiscally responsible, with extensive hands-on experience in government finance and budgeting, strong knowledge of local government financial operations, and the ability to look down the road to find opportunities or forecast issues before they arise.
- Skill as a people person who is approachable, process oriented and personable, and has the ability to gain respect of staff and the community.
- The ideal candidate will be a big picture thinker who is bold, innovative and has attention to detail.
- Experience dealing with issues related to economic and community development, and project management. Land use experience is a plus.

COMPENSATION & BENEFITS

- **\$165,149 - \$221,945 DOQ**
- Medical, Dental & Vision Insurance (County pays 90% of premium)
- Life, Long Term Disability & AD&D Insurances
- Paid Time off accrued at 10.16 hours per pay period
- 11 paid Holidays
- 11% County Contribution to 401(k)
- Post-Employment Health Plan Account
- Portable Health Savings Account

ONLINE RESOURCES

[Lincoln County Website](#)

[Discover Newport](#)

[Annual County Budget Reports](#)

[Annual Financial Reports](#)

[Budget Committee Meetings](#)

Lincoln County is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **August 30, 2026** (open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**", select "**Lincoln County, OR – County Administrator**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the website as instructed on the form.



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206.368.0050