

VILLAGE OF Antioch

Village Administrator Recruitment Brochure

Do you thrive on collaboration, leadership, and making a difference? The Village of Antioch, Illinois is looking for a flexible, open-minded, and approachable leader to join our amazing team and help shape the community's future through teamwork and strong board partnerships.



Community



We welcome you to the Antioch community, and hope you will soon become part of the neighborhood.

Antioch, Illinois (population 14,751) offers a welcoming, community-centered environment that makes it an ideal place for a local government leader who values connection and stability. With its strong sense of hometown pride, beautiful parks, lakes, and a vibrant downtown, Antioch provides a high quality of life for both residents and staff. The Village's commitment to collaboration, civic engagement, and balanced growth allows leaders to make a meaningful difference.

Located roughly midway between Chicago and Milwaukee, Antioch offers convenient access to major metropolitan amenities while preserving the charm and comfort of small-town living. Nearby regional attractions and excellent schools make it a wonderful place for both career and family life. For a steady, local government leader who enjoys building trust and fostering teamwork, Antioch represents not only a professional opportunity but also a place to truly belong and thrive.

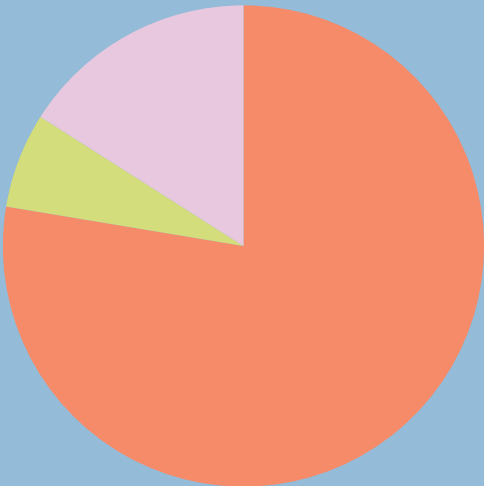


Demographics



		Source
Total Population	14,751	CMAP Community Data Snapshot - July 2025
Square Miles	8.21	
Population per square mile	1,757	
Total Households	5,179	CMAP Community Data Snapshot - July 2025
Median Age	36.7	
Population Change	67.9% increase between (2000-2023)	CMAP Community Data Snapshot - July 2025
Average Household Size	2.8 persons per household	CMAP Community Data Snapshot - July 2025
Median Household Income	\$118,635	CMAP Community Data Snapshot - July 2025

Housing Types - CMAP 2025



- Single Family (77.6%)
- Single Family Attached (6.4%)
- Multifamily (16%)

Form of Government



Trustee
Brent C. Bluthardt



Mayor
Scott J. Gartner



Trustee
Jose Martinez



Trustee
Mary J. Pedersen



Trustee
Rebecca McNeill

The Village of Antioch, a non-home rule municipality, is governed by a Mayor and six member Board of Trustees, all of whom are elected for four-year staggered terms. The Board is the legislative body of the Village government.

All administrative work is performed under the direction of the Village Administrator, who is salaried and appointed by the Mayor and Board of Trustees.

Village Board meetings are held at 6:30 p.m. on the second and fourth Wednesday of each month. All meetings are open to the public and are located at the Village Hall, 935 Skidmore Drive.



Trustee
Ed Macek



Trustee
Scott A. Pierce



Ideal Candidate

- A trusted and dependable leader who serves as a thoughtful partner to the Mayor and Leadership Team — someone who listens carefully, offers calm and balanced perspectives, and helps the team make well-informed decisions.
- A steady and adaptable professional who remains composed and supportive when directions or priorities shift, helping the organization adjust smoothly and stay on course.
- A hands-on, organized leader who takes pride in keeping daily village operations running efficiently while ensuring the Mayor and Council have the support they need to advance community projects.
- A caring and empathetic leader who helps strengthen workplace relationships, foster teamwork, and nurture a positive, encouraging culture throughout Village Hall.
- A collaborative and approachable leader who takes time to acknowledge employees' contributions, celebrate successes, and create an environment where everyone feels valued and heard.



Personal Traits

- **Open-minded**
- **Approachable**
- **Flexible**
- **Enthusiastic**
- **Visionary**
- **Fair**
- **Detail-oriented**
- **Cooperative**
- **Humorous**
- **Resourceful**
- **Grounded**
- **Trustworthy**

Professional Skills

- **Team Building**
- **Staff Development**
- **Board Relations**
- **Leadership**
- **Communication**
- **Economic Development**
- **Budgeting**
- **Project Management**
- **Strategic Planning**

Opportunities

- Guide the completion of a new \$16 million Public Works Facility, ensuring a smooth process that supports staff needs and long-term community service.
- Support the continued growth of a 60-acre commercial development along the 173 Corridor by working closely with partners to ensure thoughtful, sustainable progress.
- Oversee and nurture an ongoing downtown mixed-use development that enhances community connection and supports local businesses.
- Help shape the organization's structure for the future, positioning the Village for continued success through teamwork, collaboration, and efficient service delivery.
- Encourage and guide downtown revitalization efforts by increasing residential density and attracting new restaurants, helping to create a more vibrant and welcoming community destination.

Are You Ready to Lead a Talented Team?

Position Requirements

- Bachelor's degree in Public Administration, Business Administration, Political Science, Law, Engineering, or a related field (Master's preferred)
- A minimum of 3 to 5 years of executive municipal leadership experience
- A combination of experience and education will be considered
- Strong leadership, board relations, and team-building skills
- ICMA-CM is preferred
- Veterans with leadership experience are strongly encouraged to apply

Compensation and Benefits

- The salary range for this position is \$185,000 to \$205,000, commensurate with qualifications and experience.
- The Village of Antioch offers a comprehensive benefits package, including a vehicle allowance, family health insurance, retirement, paid leave, and professional development support.

To Apply

This is your opportunity to shape the future of a stable, financially solvent, and welcoming community.

Apply by Monday, November 24, 2025. Finalists will be subject to background checks, a DISC Behavior Assessment, and in-depth interviews.

Send a cover letter, résumé, and five professional references to:

James Arndt, President

Arndt Municipal Support, Inc.

Email: apply@arndtmunicipalsupport.com

Phone: (217) 500-0770



The Village of Antioch is an Equal Opportunity Employer. We celebrate diversity and welcome leadership from all backgrounds.