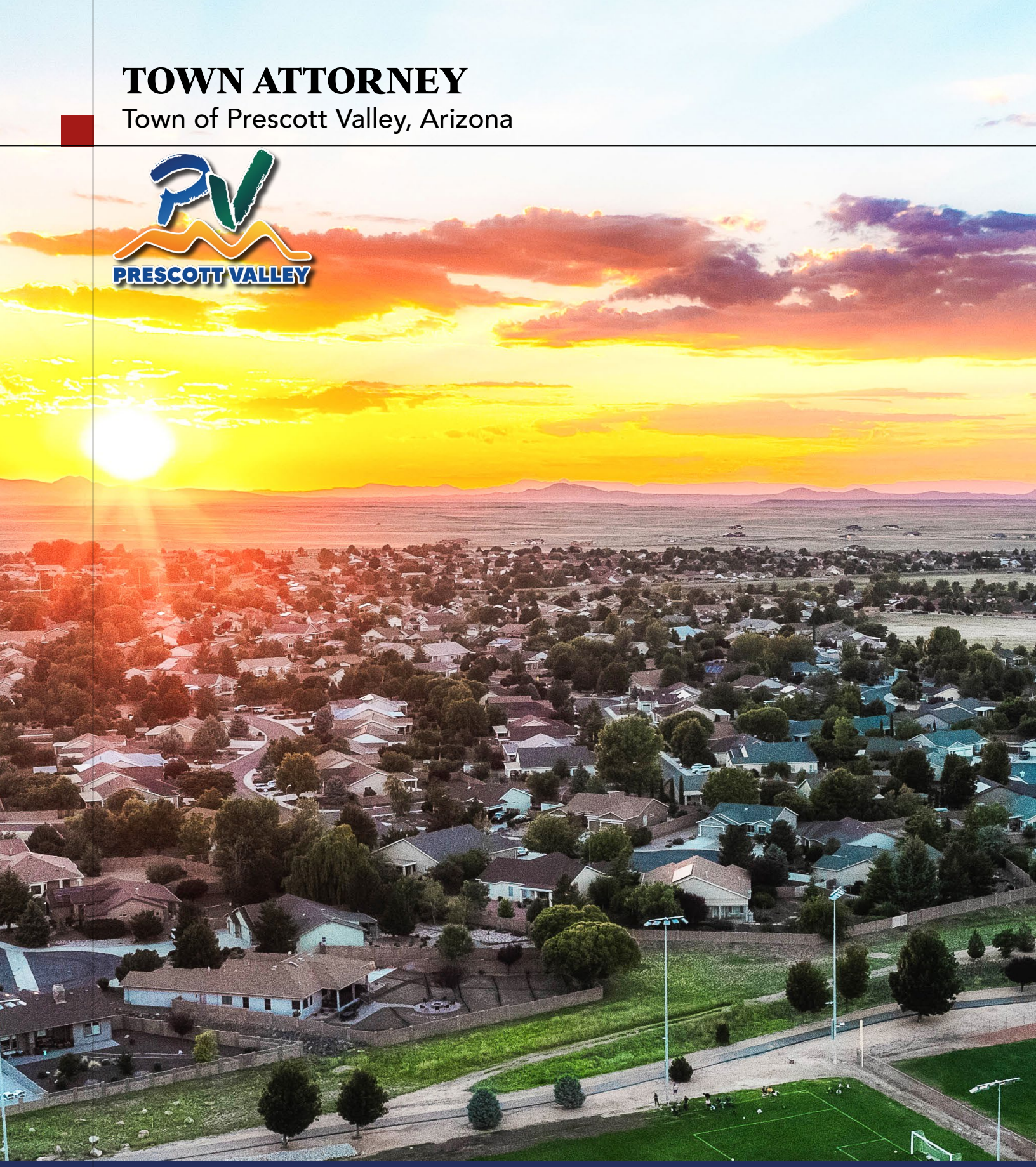
TOWN ATTORNEY

Town of Prescott Valley, Arizona



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THE TOWN AND THE CENTRAL ARIZONA HIGHLANDS

The Town of Prescott Valley (pop. 53,500, 40.9 sq. mi.) is located at an elevation of approximately 5,100 feet in Arizona's high desert, and offers four distinct, mild seasons and beautiful natural surroundings. Blending the appeal of its high-desert setting with the energy of a dynamic and growing community, Prescott Valley offers an exceptional quality of life, a strong sense of community, and exciting opportunities for residents, businesses, and visitors. As the largest municipality in Yavapai County, Prescott Valley continues to build on its strong foundation while embracing the opportunities of the future.

Prescott Valley is evolving to better accommodate a growing population, becoming more sophisticated while still retaining the best aspects of small-town living. Residents value open spaces, a high quality of life, and low taxes. Outdoor opportunities include easy escapes to Prescott, Coconino, and Tonto National Forests or to local favorites like the Granite Dells, or to Willow and Watson Lakes. The red rocks and style of Sedona, Jerome's artistic charm and wonderful views, and the majesty of the Grand Canyon are all easy day trips.

Known as a diverse, welcoming community, the town boasts excellent cultural, recreational and educational activities, and superior public services. The town offers more than 1,500 acres of open space, including 27 parks, an outdoor aquatic center, 20 multipurpose athletic fields, miles of trails, and an award-winning amphitheater. Prescott Valley offers a variety of shopping options, and its inviting central business district commands several square blocks. The 5,000-seat Findlay Toyota Center is town-owned, but privately operated, and hosts a variety of concerts and events. Several new hotels and many retail outlets have recently opened, with more on the way.

Prescott Valley is approximately 87 miles north-northwest of Phoenix, 85 miles south-southwest of Flagstaff, and nine miles east of Prescott. The town is served by Prescott Regional Airport. Phoenix Sky Harbor International Airport and Flagstaff Pulliam Airport are both within easy driving distances.

The town is the center for medical services, transportation options, and educational opportunities including an 'A' rated school district and high school. There are six public elementary schools, two public middle schools, and one public high school as part of the Humboldt Unified School District, as well as several charter and private schools. Higher educational institutions include Yavapai Community College, Old Dominion University, Embry-Riddle Aeronautical University, and Prescott College.

To learn more about the Town of Prescott Valley, please visit https://www.prescottvalley-az.gov.

THE ORGANIZATION

Incorporated in 1978, Prescott Valley operates under the council-manager form of government. The seven-member town council is elected at large on a nonpartisan basis. The mayor and town councilmembers are elected in November of even-numbered years to four-year terms without limit.

QUICK FACTS

Population:	*53,500*
Size:	*40.9 sq mi*
Elevation:	*5,100 ft*
FY 2026-27 Budget:	*$222.6M (GF $82.8M)*
FTE:	*346.9*
FY 2026-27 Depart. Budget:	*$1.48M*
FY 2026-27 FTE:	*7 FTE*

The town council sets policy, enacts ordinances, and hires the town manager, town attorney, and the magistrate.

Prescott Valley provides a full range of services including police protection, magistrate court, town clerk, water and sewer, public works, community development, parks and recreation, library, and general administration. The FY 2026-27 Budget of $222.6 million (General Fund $82.8 million) supports 346.9 FTEs.

TOWN ATTORNEY POSITION

Hired by the town council and working closely as part of the leadership team, the town attorney is Prescott Valley's chief legal officer, advising the mayor, town council, town manager, and all departments. With a FY 2026-27 departmental budget of $1.48 million, the legal department includes seven FTEs – four attorneys, including the town prosecutor, two paralegals (civil and criminal), and a legal assistant. The town attorney also manages outside legal counsel retained for specialized practice areas, e.g. water, land use.

Prescott Valley has enjoyed great stability and high-quality, professional legal representation in the town attorney position. The current town attorney has capably served in the role for over 35 years. To ensure continuity, he will assist in the transition to his successor.

Two positions, a deputy town attorney and an assistant town attorney, are currently vacant. The vacancies are intentional. The new town attorney will make the hiring decisions to build his or her own team.

QUALIFICATIONS

The position requires a minimum of six years of experience as a local or state government lawyer, whether as an employee or a contracted attorney, with a strong preference for knowledge of Arizona local government law. A Juris Doctor from an accredited law school is required. A candidate licensed to practice law in the State of Arizona, who is active and in good standing with the Arizona Supreme Court, is strongly preferred, but the town council will also accept applications from candidates able to obtain admission to the Arizona Bar quickly (on motion) from a reciprocal jurisdiction. Two years of supervisory experience are strongly preferred, and deputies or assistants seeking to lead are expressly encouraged to apply. Although not required, residency within Prescott Valley's municipal boundaries is preferred.

THE IDEAL CANDIDATE

Prescott Valley's next town attorney is an experienced municipal lawyer with high integrity, unassailable character, and unquestionable ethics. Technically competent in all respects, she or he has broad experience in the major practice areas customary to local government law, with special emphasis on municipalities, land use, planning and development, open meeting laws, and real estate transactions.

In addition, a strong foundation in as many of the following practice areas as possible is preferred: budgets, contracts, development agreements (negotiation, drafting, and interpretation), employment law, intergovernmental agreements, municipal finance, procurement, public records retention, and water law, among others. Proficiency with technology including use of AI is preferred.

Prescott Valley is looking for a legacy-builder who is excited to be the person to build a modern law office with a strong customer-service focus. The ideal candidate has strong leadership and management skills, empowering all attorneys and staff in the office – a teacher, mentor, coach, and motivator, not a micromanager. The next town attorney will effectively manage all contract legal counsel.

Major projects include a comprehensive review and updating of the Prescott Valley Town Code. A high priority is streamlining and modernizing the town's procurement code and related processes and contracts in service of operational objectives.

The desired candidate has expert-level inward- and outward-facing communications skills. She or he will be a clear and concise writer, speaker, and presenter (no "legalese"),

WHAT HAPPENS WHEN

Absent unforeseen circumstances, the recruitment will follow the schedule below. Be mindful of the filing deadline and final interview dates, which are unlikely to change.

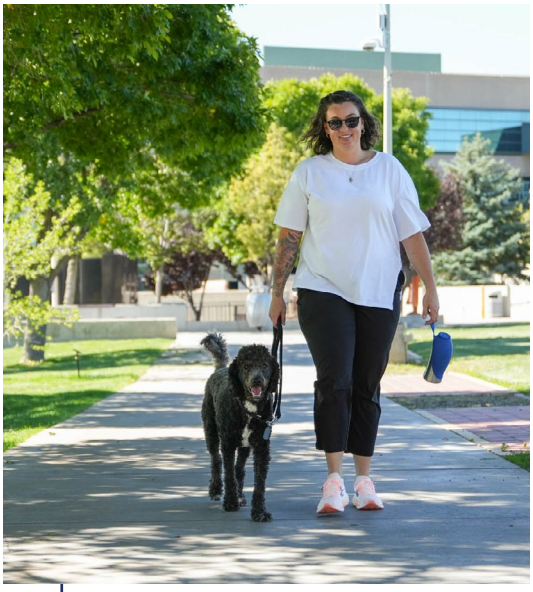
SCHEDULE

Filing Deadline: . . . . . December 20, 2026

Recommendation of Candidates: . . . . . January 20, 2027

Preliminary Interviews (Virtual): . . . . January 5-7, 2027

Final Interviews (In Person): . . . . . February 4, 2027



who can communicate complex legal topics succinctly and simply. The successful candidate must be diplomatic and politically astute, but apolitical, with strong situational awareness. She or he is committed to providing the town council with legal options consistent with their policy priorities. The mayor, council, and town manager want someone whose default answer is not "no," but instead, a creative, adaptive problem-solver to provide lawful choices and explain the attendant risks.

The next town attorney is calm under pressure, thick-skinned, and capable of defending her or his legal opinion firmly but politely, especially in the face of political pressure, when challenged publicly, or when doing so is unpopular. The town attorney helps keep public meetings orderly and the mayor and councilmembers on task. Public comment is often driven by a small but active segment of the community, and the town attorney must be comfortable advising council and leadership on emerging issues.

The preferred candidate facilitates relationships with the Yavapai-Prescott Indian Tribe, neighboring local governments, and all regional and state partners. An effective, collaborative relationship with all town departments is a must. The next town attorney must hit the ground sprinting to keep up with the high-trust, high-performing team of department heads and executive team, all of whom are engaged in cutting-edge improvements to create a model town government.

The successful candidate is intelligent and emotionally intelligent, with common sense, good judgment, and a sense of humor. She or he is approachable and collaborative, with passion for the law, and a love of Prescott Valley.

TOTAL COMPENSATION OVERVIEW

Compensation:

The hiring range for this position is $200,000 to $240,000, and appointment will be made depending upon the experience and qualifications of the selected candidate.

Paid Time Off:

General Leave – 240 hours/fiscal year.
Managed Time Off – 40 hours/fiscal year (use it or lose it).
Holidays – 12 days/fiscal year (includes one personal day).

Insurances and Related:

Health, Dental, and Vision – Three Health plans available. Employer pays 100% of employee premiums for Dental and Vision Insurances, and for certain Health plans. Highly subsidized family coverage available for all.
Group Life – up to $100,000 for employee (employer-paid).
Disability Insurances – short- and long-term (employer-paid).
Employee Assistance Program (EAP)
Wellness Program
Health Savings Account – employer contributions to certain high-deductible health plans.
Flexible Spending Accounts: Health Care, Dependent Care.
Ancillary Benefits – Cancer Benefit, Accident, Hospital Indemnity, Critical Illness, Pet Insurance, and Legal and ID Shield (all voluntary, employee-paid).

Retirement:

Arizona State Retirement System (ASRS) – mandatory, includes both defined benefit (pension) and health benefits.
Social Security – Prescott Valley employees do not contribute to Social Security.
Deferred Compensation – 457(b) plan (optional) with employer match up to 6%.

Other:

Relocation assistance subject to negotiation.

APPLY

To be considered for this excellent professional opportunity, please email only your cover letter and resume to apply@columbialtd.com, naming your files Last.First.CL and Last.First.Resume. Receipt of your submittal will be acknowledged within two business days. All applicants will be updated on their status following the Recommendation of Candidates.

If you have any questions regarding the recruitment process, or this opportunity, please feel free to call Andrew Gorgey directly at (970) 987-1238. For more information, visit the Columbia ltd website: https://columbialtd.com.