



# CITY OF GULFPORT - VETERANS LOCAL GOVERNMENT MANAGEMENT FELLOWSHIP (VLGMF) PROGRAM

## ABOUT US

Gulfport is the second largest city in the State of Mississippi, with a local population of approximately 72,000. It is located on the Gulf Coast of the state, in close proximity to Keesler Air Force Base, and the Naval Construction Battalion Center – Atlantic Fleet. Gulfport is a full-service City with trade and professional career options in a wide variety of fields. The City has experienced significant growth and this trend is expected to continue – making this an exciting time to explore a career in local government!

## FORM OF GOVERNMENT

The City of Gulfport has a Mayor-Council form of government which is essentially a “strong mayor” form of government made available by the legislature in 1973. The City is divided into seven wards with a City Council is comprised of seven councilmembers, one elected from each ward.

## ABOUT THE FELLOWSHIP OPPORTUNITY

Fellows will be assigned to the Human Resources Department and will be paired with a mentor through our professional growth and development training program, based on the department selected.

Fellows will have regular interaction with the Office of the Mayor, Chief Administrative Officer (CAO) and a variety of other departments across the organization.

Fellows will be required to complete a post-fellowship self-assessment of the learning objectives, two recommendations for self-improvement, and two recommendations on improving the fellowship program based on their experience.

The term of the fellowship will be 16-20 weeks depending of the scope of work and availability of the fellow.

## SCHEDULE OF ACTIVITIES

**Week 1** – Orientation and introductions, foundations of municipal government

**Week 2** – Intro to HR – will include overview of all functions – attendance at City Council and Committee meetings – and an orientation with Human Resources.

**Week 3** – Intro to Offices of Mayor/Council and CAO.

**Week 4 – 20** – Department Assignment or Department Rotation – may include large project in a single department or assisting with several smaller projects or work assignments in multiple departments depending on time of year and current work/project load.

Assignments may include work in: Human Resources, Urban Development, IT, Purchasing, Public Works, Economic Development, Engineering, Leisure Services, Public Safety (Police & Fire), Finance, Legal & Municipal Court, Community Development, and Public Information Officer.

## LEARNING OBJECTIVES

1. Develop a general understanding of the municipal hiring system including civil service.
2. Develop a general understanding of the policy making process
3. Develop a general understanding of the operations of municipal government.
4. Develop a general understanding of the scope of responsibility for different functions within a municipal government.
5. Develop a focused understanding of a department's internal processes and procedures.
6. Develop/build expertise in the following competencies as they apply to local government: critical thinking, problem solving, time management, project management, leadership, and communication.