THE TOWN OF MARANA

Incorporated in 1977, the Town of Marana is a thriving jurisdiction with more than 300 employees. The Town has a strong history of working with and hiring public administration students as interns at both the undergraduate and graduate levels. Men and women on our management team are members of the Arizona City/County Managers Association and are Certified Public Managers. Marana is committed to upholding a transparent, accountable and ethical organization, and maintains the integrity of the public administration field. The Town of Marana is excited about the opportunity to have an Andrews Scholarship Intern during the summer of 2015.

LOCATION & DEMOGRAPHIC DESCRIPTION

Marana is located in Southern Arizona in both Pima and Pinal counties, and encompasses 126 square miles. There are 18 miles of Interstate 10, including seven exits and interchanges, within Town limits. Marana is north of Tucson, 80 miles south of the Phoenix metro area, and 90 miles north of the U.S. - Mexico border.

This prime location has enabled Marana to expand its commercial and industrial tax base and allow for responsible growth. Location is a vital part of development, and has led to the Town being the best place in Arizona to do business.

Marana’s population is approximately 40,000, up 14 percent from the 2000 Census. The 2010 median age of Marana residents is about 38.

FINANCIAL MATCHING COMMITMENT

The Town Council has approved as part of the Fiscal year 2015 budget funding for interns to cover the matching portion of the program. During the upcoming budget process, the Town will propose the same funding levels for the Fiscal Year 2016 budget.
EDUCATIONAL OPPORTUNITIES

The internship program kicks off with a scheduled rotation period. The intern will spend up to two days with each Town department. Completing rotations during the initial phase will provide a comprehensive background on the Town and serve to provide contacts for future projects.

Our Council-Manager form of government gives interns a first-hand look at how our manager interacts with our elected officials, and interns will have the opportunity to be a part of day-to-day operations.

The educational benefits of working as an intern are immeasurable. Interns learn how to implement and operate a water utility; become familiar with the electronic monitoring system for Town maintenance (roads, buildings, parks and vehicles); explore the inner workings of a growing municipality’s police department- including K-9, crime-scene unit, motorcycle and crime analysis divisions; and be involved in strategic planning. The Town is committed to fostering innovation and new ideas for performing government functions.

DUTIES, RESPONSIBILITIES & SPECIAL PROJECTS

The intern will be assigned special projects at a graduate level that include high-quality work product consisting of research and presentations. Interns will be included in high-level projects with Town management. Marana is a fast-paced work environment where a highly motivated and engaged intern will flourish.

During the internship program in 2013, the Andrews Intern worked on a variety of projects including research for an airport emergency plan and travel and training policy, asset inventory for technology services, support for outreach for Town public works project and planning and implementing the Town’s booth at the League of Cities and Towns Conference.

SUPERVISION

The intern will be supervised by the Town Manager’s Office.

DEVELOPMENT & TRAINING OPPORTUNITIES

The Town has many opportunities for continuing education and training. A tour of the Town gives a broad overview of the local economic climate and physical geography. In previous years, the Town has allowed interns to attend several conferences for state professional associations, including the Arizona City/County Managers Association and the Arizona League of Cities and Towns. Interns will have the ability to meet and interact with department and division heads at the bi-weekly department head meeting, learn how Council agendas are prepared during the weekly Agenda Preparation meeting, and participate in police ride-alongs. The intern will be encouraged to attend town council study sessions and regular council meetings in addition to any special meetings that take place.
During rotation, the intern will have the opportunity to meet and work with the Town Manager, Deputy Town Manager, Management Assistant and Senior Administrative Manager.

**OBSTACLES**

Should the intern not be from the general Tucson/Marana area, he/she will need to find housing. The Town has resource guides geared toward helping employees find affordable housing in Marana and the surrounding areas. Reliable transportation is also required. The Marana Municipal Complex is located on the northernmost part of the 126 square miles that make up the town. Bus routes are available from various locations, and SunTran offers two express lines each morning and evening to the Marana Municipal Complex. For information on available transportation, go to www.suntran.com/routes.php

**WHY MARANA**

Many factors make Marana an excellent place to work for a graduate-level intern. The Town has an updated Strategic Plan III and the intern will gain hands-on experience working with the document and the initiatives it outlines. There are also several other internal processes that will be undertaken in 2015. These will show the commitment the Town has to be a community of excellence and provide the transparency and responsibility required as stewards of taxpayer resources. The Town also has partnerships with other entities in the area, including Northwest Fire District, Marana Chamber of Commerce and neighboring jurisdictions. This opportunity for networking, coupled with the commitment of our Council for progress and innovation, makes Marana a great place for a new public administrator to learn and grow.