



**MONTGOMERY**  
**COUNTY** VIRGINIA  
EST. 1776

## Director of Real Estate Assessment



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Are you an experienced, enthusiastic and passionate local government professional who enjoys making a positive difference in your community? Montgomery County, the largest county in western Virginia, is looking for qualified individuals for the position of Director of Real Estate Assessment.

The Director of Real Estate Assessment will serve as an integral leader responsible for performing complex professional and administrative work overseeing the appraisal of all property within the County. This position will direct and manage the efficient operation of the department and ensure property assessments are accurate, equitable and reflective of market value. The Director will also ensure comprehensive assessment records are maintained and will work closely with other County departments to support and implement the County's mission and goals while maintaining a strong commitment to serving citizens.

## About the Community

Since its founding in the eighteenth century, Montgomery County has experienced a rich history in agriculture, manufacturing, and technology with ties to notable historical figures including George Washington and even Daniel Boone. The county has experienced consistent growth throughout the years.

Montgomery County – which is home to two of the state's four largest towns, Blacksburg and Christiansburg – is a high-tech community strategically located on the Interstate 81 corridor.

The county provides a full range of services to its approximately 100,000 residents to include: law enforcement; fire and rescue; planning and GIS; economic development; social services; courts; parks and recreation; general services; environmental services; animal control; libraries; and schools.

Montgomery County traces its origin to 1776 when it was formed and named after General Richard Montgomery, an American hero of the French and Indian War and the American Revolution. The first settlement, Draper's Meadow, was established in the 1740s but was destroyed by Shawnee Indians during the French and Indian War. Christiansburg, the county seat, was incorporated in 1792 and named in honor of Colonel William Christian. This community was an important stop on the Wilderness Road, which roughly corresponds to the present-day U.S. Route 11. As the retail hub of the county, Christiansburg is host to several shopping centers and restaurants.



Blacksburg was incorporated in 1871. The town originated on tracts of land donated by William Black – for whom it was named – and was established at the same site as the previous settlement of Draper's Meadow. Blacksburg is home to Virginia Tech, one of the nation's leading educational institutions and research universities. The town is also home to the Virginia Tech Corporate Research Center.

Montgomery County and its towns and rural village areas consistently earn acclaim as an award-winning community, topping various lists year after year. Recognized as the best place to raise a family, boasting the finest metro job market for young professionals, and celebrated as an ideal retirement destination, Montgomery County also takes pride in offering the best public schools in Virginia, among other accolades. Whether you are already a resident and familiar with our community, these continuous recognitions highlight our area's exceptional quality of life.

The County is home to Virginia Tech, a global research and land grant university. With nearly 40,000 students and 13,000 employees, Virginia Tech is a major economic engine to the New River Valley. The County borders the New River, which affords scenic view sheds and is part of significant outdoor recreation along with the Jefferson National Forest, miles of hiking trails, 26 miles of the Huckleberry Trail connecting the national forest to the County and two towns of Blacksburg and Christiansburg. Our community offers a wide range of recreation, businesses, health services, cultural destinations, and high quality of life amenities.

## Schools

Montgomery County Public Schools (MCPS) serves nearly 9,500 students through 11 elementary schools, four middle schools, four high schools, and central administrative offices. MCPS also provides one alternative education school. In addition to the regular education and special education programs other programs include: Title I; elementary art, music, and physical education; elementary, middle, and high school guidance; comprehensive career and technical education; gifted education; programs for at-risk students; and extensive extracurricular activities in athletics, fine arts, and academic competitions. The seven elected members of the School Board and the Superintendent of Schools provide leadership and management for the school division.

## County Recognition

Montgomery County has received local, regional, and state awards for various programs and services. In 2023, the Chamber of Commerce selected the County to receive the "Best Places to Work" award, which recognizes organizations that provide innovative and sustainable employment and leadership practices. In addition both the Virginia Association of Counties and the National Association of Counties has recognized the County over the past several years for various initiatives and programs to include Caturday, an innovative partnership with the Montgomery-Floyd Regional Library System and the Montgomery County Animal Care and Adoption Center; the Employee Engagement Committee, an initiative to facilitate opportunities for all County employees, regardless of their physical location, to have fun and engaging opportunities and thus enhancing the County's organizational culture; and a unique Wetland Mitigation Program created by the County's Planning and GIS team that greatly benefits our local community. In addition, the Animal Care and Adoption Center continues to be used as a stellar example for animal shelters throughout the United States by the Shelter Planners of America.

BURRUSS HALL AT VIRGINIA TECH



MCCOY FALLS ON THE NEW RIVER



LIVE MUSIC IN DOWNTOWN CHRISTIANSBURG



## Economic Profile

Montgomery County maintains a few of the very industries that were popular at its inception including agriculture and manufacturing. In addition, technology, health care, education, retail, hospitality, and food service are now among popular industries throughout the county. According to the Local Area Unemployment Statistics by the Virginia Employment Commission, Montgomery County consistently maintains an average unemployment rate that is lower than the national average, with a recorded rate of 4.4 percent compared to the national rate of 4.6 percent as of July 2025.

## About the Organization

Montgomery County was founded in 1776 and is celebrating its 250th anniversary. The County is a Board of Supervisor – Administrator form of government with seven magisterial districts and their respective elected Supervisors. The school system is led by an elected School Board and Superintendent. Additionally, constitutional officers oversee agencies, all working together to provide superior services to County residents, businesses, and visitors. The County has an annual budget of \$240 million and maintains a strong bond rating of AA+.

Montgomery County's 600 employees work within 20 departments to deliver services with respect and professionalism. Montgomery County administrative offices are housed in a thoughtfully repurposed historic textile plant, just a short distance from downtown Christiansburg.

## About the Department and Position

The Director of Real Estate Assessment reports directly to the Chief Financial Officer and serves as a key member of the County's leadership team. This position provides strategic leadership for the creation and establishment of the County's new Office of Real Estate Assessment, including developing departmental operations, building a high-performing team, and fostering a culture of ethical conduct, collaboration, professional development, and superior service through effective managerial leadership.



The Director is responsible for planning, organizing and overseeing the assessment and valuation of all real property within the County to ensure uniform, equitable and accurate assessments in compliance with applicable laws and regulations. Responsibilities include supervising and reviewing the work of Appraisers and departmental staff; providing leadership, guidance, motivation and performance feedback; coordinating employee training and professional development; and establishing departmental priorities and assignments.

This position oversees the maintenance of property tax records, maps and assessment documentation required by state law and local ordinances. The Director reviews and responds to assessment inquiries, conducts reassessments as necessary, and performs complex appraisals of industrial facilities, apartment complexes and other large developments as needed. The

Director also monitors local property value trends and remains current on industry standards, valuation methods and appraisal techniques.

Additional responsibilities include administering the department budget; planning and administering the Land Use program; developing and implementing policies and procedures to ensure compliance with applicable federal, state and local laws and regulations; preparing special reports; and collaborating with County departments, state agencies and community stakeholders. The Director also represents the Office of Real Estate Assessment at meetings, conferences and professional association events, provides information and assistance to County officials and the public, and works closely with the County Attorney regarding court cases and real estate matters.

Intangible characteristics required include **Strategic Thinking** – the ability to see the big picture and understand the long-term effects of decisions; **Communication** – the ability to receive and convey information to others in a clear, decisive, and understandable way; **Professionalism** – the ability to approach others in a tactful manner, react well under pressure, treat others with respect, accept responsibility for your actions, and follow through on commitments; **Leadership** – the ability to inspire and motivate others to perform to the best of their ability, accept feedback, give appropriate recognition to others, and have a partnership mindset; and **Standards of Excellence** – outstanding consultative and operational abilities and excellent interpersonal skills, flexible in a fast-paced work environment, excellent work ethic, attention to detail, and exemplary level of citizen and employee focus.

## Key Position Priorities

Key priorities for the Director of Real Estate Assessment include providing strategic leadership and oversight for the Office of Real Estate Assessment; ensuring accurate, equitable and legally compliant property assessments; maintaining comprehensive assessment records and mapping systems; and fostering a culture of professionalism, collaboration and continuous improvement within the department. The Director will also prioritize strong customer service, effective communication and partnership with County leadership, departments, State agencies and the public while ensuring the department operates efficiently and in alignment with the County's mission and goals.

## Qualifications

The successful candidate should possess a bachelor's degree in real estate, public administration, business administration or a related field, along with a minimum of five years of progressively responsible experience in real estate assessment, appraisal or a related field. A master's degree is preferred. Certification by the Virginia Department of Taxation as a Real Estate Assessor and licensure as a Real Estate Appraiser are required. Must complete and maintain all recommended qualifications as outlined in the Virginia Tax publication for assessors employed by localities, to include IAAO, DPOR, and USPAP.

The ideal candidate will demonstrate strong leadership, communication and interpersonal skills, with the ability to work effectively in both professional and community settings. The position also requires the ability to serve as a collaborative and influential representative of Montgomery County while building positive relationships with local, state and national partners.

## Salary and Benefits

The starting salary range is dependent on related qualifications and experience of the candidate. Excellent benefits (health, dental and vision; flex spending; life, disability, wellness clinic, VRS retirement, 401/457 supplemental retirement, and much more). For more information or to request application assistance for disabilities, contact Montgomery County Human Resources at 540-394-2007.

If this is the position for you, please visit [www.montgomerycountyva.gov/jobs](http://www.montgomerycountyva.gov/jobs) to apply. A resume must be attached to the online application, along with a cover letter outlining the reasons you qualify for the position. First review of applications will begin July 1, 2026. Position open until filled.