



SynchronousTM

RISK MANAGEMENT

Washington

(DEPUTY) FINANCE DIRECTOR

STARTING AT: \$110,629 - \$165,944
AFTER TRAINING: \$156,518 - \$234,777

Plus Excellent Benefits

Apply by

August 27, 2023

(First Review, Open Until Filled)

PROTHMAN



THE POSITION

The (Deputy) Finance Director will work closely with the current Finance Director for a period of 24 to 36 months, after which the successful candidate will transition into the role of Finance Director upon the retirement of the incumbent. Reporting to the Director of Finance, this position will be responsible for various financial, accounting, budget preparation, cash management, and internal control duties. The (Deputy) Finance Director will play a key role in producing monthly financial reports, providing assistance in integrating and maintaining technology systems, and ensuring data management and integrity. Strong Excel and analytical skills are required, along with expertise in financial reporting and budgeting. The position will involve overseeing Accounts Receivable, Accounts Payable, and Payroll (managed by a 3rd party contractor), while also maintaining a high standard of data accuracy and confidentiality.

This role operates within a virtual office environment, with periodic visits to the office hub in Vancouver, WA, member offices, and housing authority conferences for customer service, training programs, site visits, investigations, and risk assessment. While relocation is not mandatory, the ideal candidate will be close to the Vancouver office, and residency in a state where Synchronous operates (WA, CA, OR, and NV) is a requirement.

To view the full responsibilities for this position, please view the job posting found [here](#).



THE COMMUNITY



As a regional hub for transportation and commerce, the City of Vancouver is just across the Columbia River from Portland, Oregon, and the Portland International Airport. Located in Washington state, Vancouver is the fourth largest city in the state and is known for its vibrant downtown and flourishing restaurant and brewery scene. The downtown area is alive with local shops, a wide range of dining options, and a thriving arts and culture scene. Visitors and residents alike can enjoy exploring the city’s diverse options, from unique shops to eclectic eateries, all while immersing themselves in the rich cultural experiences Vancouver has to offer.



Vancouver also offers a high quality of life with low property taxes, affordable housing, high-performing schools and convenient access to outstanding cultural and recreational amenities. Interstates 5 and 205 provide access to major economic centers in Washington and Oregon.

With more than 40 miles of frontage on the Columbia River, the region offers a mix of urban areas, small towns, parks, farms, forests and wildlife refuges. With a mild year-round climate, the region is the perfect place to take advantage of outdoor recreational activities, including fishing, hunting, swimming, boating, camping, hiking and skiing. The region has easy access to the Pacific Coast, only 90 miles to the west, and the Cascade Mountains, including Mount Hood and Mount St. Helens, each less than a two-hour drive away.

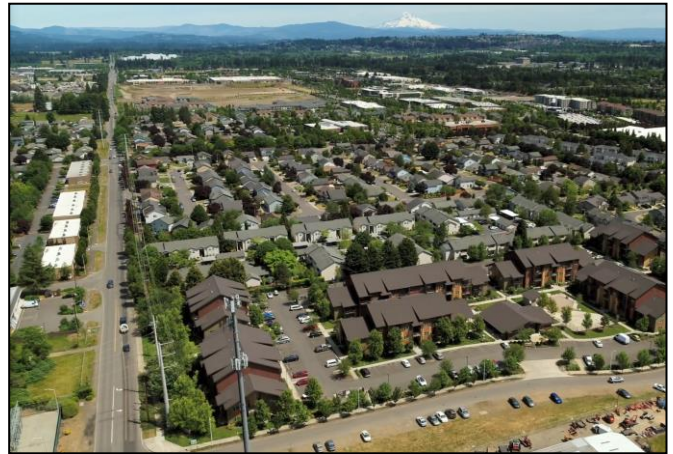
THE ORGANIZATION

Founded as HARRP (Housing Authorities Risk Retention Pool) in 1987, Synchronus provides governmental members a cooperative program of indemnification and financial protection against risks of loss relating to the properties and operations of the members and a cooperative program of risk management. Synchronus has 82 members that pool self-insurance and reinsurance to cover their exposure. Synchronus ensures rate stability through risk-sharing pools for public housing authorities and non-governmental owners of affordable housing properties. Member-owners in Oregon, Washington, California and Nevada have access to extensive information and resources on issues related to fair housing, employment law, the Americans with Disabilities Act, human resources, health and safety. Specialized expertise and care is provided by Synchronus' own expert service staff and supplemented by counsel services and training, including an extensive resource library and an Attorney Helpline.



For tax-credit limited partnerships and the nonprofit affordable housing community, Synchronus provides higher limits of customized insurance at rates lower than traditional commercial insurers. Housing authority members and non-profit policyholders facing extenuating circumstances in California, Oregon, Washington and Nevada may access service and coverage for property, liability and high-risk issues unique to the West Coast.

Governed by directors of affordable housing providers, Synchronus provides the real-life experiences of managing the risks and knowing what is required of a risk sharing consortium to address the unique risks. Coupled with aggressive claim settling protocol and new technologies designed to minimize the impact to the organization's clients, Synchronus provides niche products and services for a rapidly changing industry such as affordable housing.



Synchronus operates with 11 full-time employees who administer services and solutions for the public entities pool. The same staff is under contract to provide the same level of expertise and service for the affordable housing pool and the insurance agency.

This team is deeply committed to supporting the mission of the organization's members and policyholders. All staff members bring a high level of expertise and broad experiences with the issues typically faced by housing providers, risk pools and the commercial insurance industry.

As with most small offices, the staff relies heavily on cross training to ensure smooth transitions and uninterrupted service to its members and policyholders. Current staff members have over 140 years of combined experience and take great pride in serving all pooling participants. Synchronus operates on a budget of approximately \$30 million annually.

To learn more about the operations of Synchronus, please view the 2022 Annual Report found [here](#), and visit www.synchronus.com



IDEAL CANDIDATE

Education and Experience:

- A Bachelor of Arts or Science degree in Accounting or Business Administration with a major in accounting. A master's degree or CPA certificate is helpful.
- Ten years progressively responsible accounting work at a senior level and general managerial experience with a minimum of five years working for a Washington state public employer. Experience in GAAP and GASB accounting standards, database maintenance, integrated accounting, claims, and office software systems. Any acceptable combination of education and experience would likely provide the required knowledge and abilities.
- The ideal candidate will have experience as a local government finance director who is familiar with Washington State laws, including local government financial audits. This person will have a strong attention to detail and strive for 100% accuracy. The ideal candidate will have experience in a rapidly changing environment, such as that of the dynamic insurance and reinsurance market, and be a self-starter who takes ownership of their work and outcomes.
- The ideal candidate will reside close to the Vancouver, Washington office.

COMPENSATION & BENEFITS

- **Starting at \$110,629 - \$165,944 DOQ**
- **After training: \$156,518 - \$234,777 DOQ**
- 100% paid health insurance for the employee and 75% paid for dependents.
- Dental, vision, and life insurance.
- 12 paid Holidays.
- 457 Deferred Compensation.
- Washington PERS, 100% paid by Synchronus.
- Flexible working hours in a remote environment.
- Personal Time Off accrual starting at 15.33 hours/month.
- Employee Assistance Program.
- Costco Membership.
- Disability Benefits.

**For more information on
Synchronus Risk Management,
please visit:**

www.synchronus.com



Synchronus Risk Management is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **August 27, 2023** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to www.prothman.com and click on "Open Recruitments", select "**Synchronus Risk Management, WA – (Deputy) Finance Director**" and click "Apply Online", or click [here](#).



www.prothman.com

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