

WASHINGTON

BUDGET MANAGER

\$82,596 - \$107,723 DOQ

Plus Excellent Benefits, including Hybrid Work Schedule

Typical hiring range: \$82,596 - \$92,955 (Steps 1 - 5)

A higher starting salary may be offered based on qualifications

Apply by

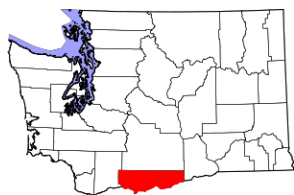
March 30, 2025

(First Review, Open Until Filled)

PROTHMAN



KLICKITAT COUNTY, WASHINGTON



Located in south central Washington, Klickitat County lies at the junction where the Columbia River Gorge cuts through the eastern slopes of the Cas-

cade Mountains with expansive farms and wheat fields, vineyards, timberland, and magnificent Mt. Adams as a backdrop. Encompassing 1,908 square miles, the County's nearly 23,150 residents reside in the cities of Goldendale, White Salmon and Bingen, and unincorporated communities of Bickleton, Centerville, Dallesport, Firwood, Glenwood, Klickitat, Lyle, Maryhill, Roosevelt, Trout Lake, and Wishram.

Klickitat County offers a wide variety of geological and natural features and is well known for its miles of whitewater streams, numerous lakes, the Columbia River, and the Gifford-Pinchot National Forest. The County is also home to the Klickitat Wildlife Management Area and Conboy Lake National Wildlife Refuge.

With a mild year-round climate, the area is the perfect place to take advantage of an abundance of outdoor recreational activities from fishing and hunting to whitewater rafting, windsurfing, hiking, biking, horseback riding, cross country skiing, snowmobiling, and berry and mushroom picking.

Scenic tours provide opportunities to thousands of travelers and visitors to the Columbia River Gorge and the Cascade Mountains, while an expanding winery and grape growing industry offers many award-winning wines at several tasting rooms that are open to the public. The County also offers a wide variety of accommodations, attractions, and historical landmarks including the Maryhill Museum, Stonehenge, Goldendale Observatory, numerous restaurants, and beautiful mountain views of Mt. Hood and Mt. Adams.

Visitors and residents also will find that Klickitat County's canyons and vistas, evergreen forests, scenic waterfalls, wildflowers, berry fields, ranchlands, sage-covered hillsides, river rapids, rodeos, festivals, and for those who seek it, seclusion, are among the best in the U.S. Being a rural close-knit community, Klickitat County is a glorious place to call home, raise a family, and be employed.



THE COUNTY

Klickitat County is governed by a three-member Board of Commissioners serving overlapping four-year terms, with each Commissioner representing one of three districts. The Commissioners serve as the Executive Branch and perform legislative and quasi-judicial functions of the County. The Board of Commissioners is responsible for approving ordinances, adopting the County budget, setting standards for the use of County property, and appointing non-elected officials, boards, commissions, and committees. In 2021, the County opened a new County Services Building, consolidating departments from four annexes to improve accessibility. The County also maintains the Pioneer Center in White Salmon and the historic Courthouse in Goldendale, the largest city and county seat. Klickitat County employs approximately 245 FTEs and operates on a 2024 budget of \$67,713,628 including a Personnel Budget of \$27,030,448 and an Operating Budget of \$40,683,180. County Departments and Elected Officials Offices include: Adult Probation Services, Assessor, Auditor, Building Inspection, Code Compliance, Civil Service, Commissioners, County Clerk, East and West District Courts, Economic Development, Emergency Management, IT & Budget Services, Juvenile Department, Natural Resources, HR & Administrative Services, Planning, Prosecuting Attorney, Public Health, Public Works, Senior Services, Sheriff, Solid Waste, Treasurer, Veteran Services, Weed Control, WSU Extension Services, and Superior Court.



THE POSITION

The Fiscal Services department is responsible for the development and maintenance of the annual county budget. Klickitat County's budget process follows state requirements specified by RCW 36.40. The Director of HR and Administrative Services takes policy directions from the Board of Commissioners and guides the Fiscal Services department. The Fiscal Services department is responsible for coordinating, preparing, updating the county budget, and analytics. The Budget Manager presents a balanced budget to the Board of Commissioners that fulfills their policy direction and is within the resources available to the county.



Reporting to the Director of HR & Administrative Services, the Budget Manager works closely with the Board of County Commissioners (BOCC), County Auditor, County Treasurer, elected officials, and department directors. In collaboration with the County Auditor, this position facilitates, designs, plans, and coordinates the County's annual budget development process in accordance with County policies and BOCC direction. The Budget Manager assists the BOCC in reviewing the preliminary budget, providing technical information, projections, and recommendations to support the adoption of a balanced budget. Additionally, this role monitors department and office budgets, offering guidance and assistance as needed to ensure fiscal responsibility and efficiency.

The Budget Manager will have an opportunity to build upon the solid working relationships developed over the last 5 years with the BOCC, Auditor and Treasurer. In addition, the Budget Manager will have the opportunity to develop positive working relationships and work collaboratively with each Elected Official and Department Director.

For a full job description, please view the attachment found [here](#).

EDUCATION & EXPERIENCE

Required Qualifications:

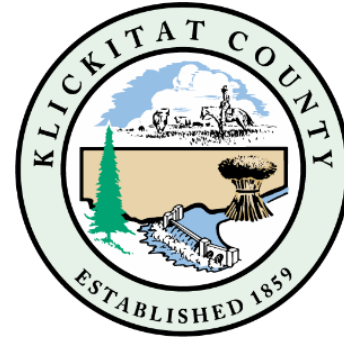
- A bachelor's degree in accounting, finance, economics or related field and five (5) or more years of professional experience in government finance, accounting, auditing, analysis, design and planning of local government finance, budget or budget management.
- Demonstrated experience within local or state government's political environment and sensitivities and have the ability to function effectively within that environment.
- Comprehensive working knowledge of current local government budgeting practices.
- Knowledge of the following: Principles, methods and terminology related to governmental budgeting; 2CFR 200; federal, state and local statutes; Generally Accepted Accounting Practices (GAAP); Financial Accounting Standards Board (FASB) pronouncements; Generally Accepted Auditing Standards (GASB), Budgeting, Accounting and Reporting System (BARS), and other pronouncements of nationally recognized accounting and auditing organizations.
- An in-depth understanding of the interfaces of codes and regulations applicable to budgeting; and financial accounting/reporting and the ability to interpret complex financial data.
- Working knowledge of financial computer systems including database administration and working with vendors, technical staff and end users to maintain the county's financial system; troubleshoot, resolve issues and configure or revise processes and procedures.
- A valid driver's license.

Desired Qualifications:

- The ability to effectively communicate budget related issues and processes to diverse groups throughout the organization.
- The ability to track, identify and review legislation that may impact the county budget and other financial influences.
- Advanced skills using spreadsheets, word processing and databases, and the ability to extract and analyze computer data.

COMPENSATION & BENEFITS

- **\$82,596 - \$107,723 DOQ**
- **Typical hiring range: \$82,596 - \$92,955**
- Medical, Vision and Dental with 100% employer paid contributions for employee only and 84% contributions for dependent coverage
- Employer Paid Basic Life Insurance/AD&D
- Employer Paid Basic Long-term Disability Insurance
- Washington State PERS Retirement System
- Hybrid Work Schedule
- Sick and Vacation Leave
- 12 Paid Holidays
- Optional Flexible Spending Account
- AFLAC
- Deferred Compensation Accounts Through DRS and Nationwide



**To learn more about Klickitat County,
please visit:**

www.klickitatcounty.org

Klickitat County is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **March 30, 2025**. (First review, open until filled), Applications and materials will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**" followed by "**Budget Manager – Klickitat County, WA**" and follow the directions provided, visit **www.governmentjobs.com/careers/klickitatcounty**, or [click here](#).



www.prothman.com

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