

## **CHIEF FINANCIAL OFFICER**

*Missoula County, Montana*

### **Position Summary**

Missoula County is seeking a dynamic and experienced **Chief Financial Officer (CFO)** to lead the County's Financial Services Department. This executive-level position is responsible for the strategic oversight of all financial operations, including budgeting, accounting, payroll, grants, investments, and financial reporting. The CFO plays a critical leadership role in ensuring the County's fiscal integrity, supporting long-term financial planning, and fostering a culture of public service and collaboration across departments.

### **Key Responsibilities**

- Serve as the County's **Budget Officer**, overseeing the development, implementation, and monitoring of the annual budgets including mill levy calculations.
- Provide strategic financial leadership and guidance to elected officials, chief officers, department heads, and staff.
- Oversee the preparation of the Annual Comprehensive Financial Report (ACFR) and ensure compliance with Governmental Accounting Standards Board (GASB) requirements.
- Manage the County's investment program, debt issuance, and capital financing strategies.
- Lead the County's annual audit process and coordinate with internal and external auditors.
- Through the Financial Services Director supervise the Financial Services Department, including accounting, payroll, grants, and financial planning functions.
- Analyze the financial impact of proposed legislation and represent the County in state and federal financial matters.
- Promote the effective use of the County's **Workday ERP system** to support data-driven decision-making and operational efficiency.
- Foster a strong customer service orientation within the department, supporting both internal departments and external constituents.
- Serve as a member of the County's Senior Management Team and contribute to organization-wide initiatives and strategic planning.

### **Required Knowledge, Skills, and Abilities**

- Extensive knowledge of public sector financial administration, including governmental accounting, budgeting, payroll, and financial reporting.
- Strong understanding of GASB standards, state and federal financial regulations, and audit practices.

- Demonstrated leadership and supervisory experience, with the ability to inspire and develop high-performing teams.
- Excellent **communication and interpersonal skills**, with the ability to build trust and collaborate effectively with diverse stakeholders.
- Proficiency in financial systems and tools; experience with **Workday ERP** strongly preferred.
- Ability to interpret complex financial data and regulations and communicate them clearly to non-financial audiences.
- Commitment to public service and continuous improvement.

#### **Minimum Qualifications**

- Master's degree in accounting, finance, business administration, public administration, or a related field.
- **Certified Public Accountant (CPA)** or **Certified Government Financial Manager (CGFM)** required.
- Minimum of five years of progressively responsible experience in governmental finance, accounting, or budget administration, including supervisory experience.

#### **Working Conditions**

- Work is primarily performed in an office or meeting setting with occasional off-site meetings.
- This is an exempt position not subject to overtime under state or federal wage and hour laws.