



*Salem Area Mass Transit District,
Oregon*

CHIEF FINANCIAL OFFICER

\$124,587 - \$177,631

Plus Excellent Benefits

Apply by

May 3, 2026

(First Review, Open Until Filled)

PROTHMAN



THE REGION



Headquartered in the city of Salem, Oregon, the Salem Area Mass Transit District, also known as Cherriots, operates within the urban growth boundary of Salem and Keizer.

The region is one of the most beautiful and livable areas of the Pacific Northwest, being located in the lush Willamette River valley in central Oregon. Salem is just an hour away from the Cascade mountains to the east and the ocean beaches to the west, and offers year-round outdoor recreation, sports, music, theater, and arts. The region is supported by a diverse economy, including agriculture, education, manufacturing, technology, recreation, and tourism. The region also has easy access to the Portland metropolitan area an hour to the north along the I5 corridor.

Salem is Oregon's capital city, home to nearly 182,000 residents, and covers over 49 square miles. Adjacent to the city of Salem, Keizer is home to 39,065 residents and is known as "the Iris Capital of the World." The Salem/Keizer metropolitan area has a population of over 435,000. Salem is the employment and retail center for surrounding communities in Marion and Polk counties.

Salem provides a great environment for families, with affordable housing, an excellent transportation system, health care services, and an award-winning K-12 school system. Over 13 public or private universities and colleges are located within a 70-mile radius, providing opportunities for both undergraduate and graduate degrees.



Residents of Salem and Keizer have a strong culture of volunteerism and have a demonstrated commitment to community improvement. These communities have worked hard to create an environment with quality services, low crime rates, access to many outdoor and cultural activities, and a strong sense of community that is inclusive of all the local residents.

The region has numerous parks, many of which are nestled within residential neighborhoods. Many park amenities were volunteer-built, and consist of an amphitheater, trails, playgrounds and sports courts, river frontage, and dog parks. This vibrant and community-focused atmosphere makes the region not only a great place to live but also a thriving hub for connectivity and growth in the Pacific Northwest.

THE DISTRICT

The Salem Area Mass Transit District (Cherriots) is a public transportation agency which continually strives to provide a world-class customer experience. Cherriots is governed by a seven-member Board of Directors, each serving four-year terms and representing one of seven subdistricts. Cherriots operates with an operating budget of \$154,668,019 including approximately \$40M in capital projects, with approximately 265 full-time employees.

Cherriots operates fixed-route transit and paratransit service within the urban growth boundary of Salem and Keizer, and regional express service between communities in Marion, Polk, and Linn counties.

Other services include Cherriots Shop and Ride, travel training and rideshare information including carpool and vanpool matching, and ride share services called Cherriots Commuter Options. In addition, Cherriots Route 1X is a commuter service that connects Salem with Wilsonville and the Portland Metro area to the North.

The well-maintained Cherriots fleet of 68 Cherriots local buses, 37 Cherriots LIFT (paratransit service), 14 Cherriots Regional express buses, and 3 Cherriots Shop and Ride buses (shopper shuttle and dial-a-ride) run on clean diesel or renewable natural gas. Each are ADA accessible with front-load bike racks. In FY2025, Ridership numbers reached approximately 3.3 million for all services.

THE DIVISION

The Finance Division manages the District's financial resources and ensures compliance with all applicable regulations. Led by the Chief Financial Officer, the Division provides oversight of financial operations and administrative services essential to fiscal integrity and organizational effectiveness, including financial planning, accounting, payroll, grant management, and human resources.

The Division is organized into three functional areas: Human Resources, Budget and Grants Administration, and Financial Services. Human Resources manages recruitment, onboarding, compensation, benefits, and compliance with employment laws. Budget and Grants Administration oversees budget development and manages grant reporting and reimbursements for federal and state programs. Financial Services handles accounting operations, including vendor payments, payroll processing and tax filings, and the preparation of financial reports.

The Division delivers key services that support efficient operations and long-term planning, including maintaining financial records, administering payroll and benefits, managing external funding, and producing reliable financial reporting.

The Division operates with 13 FTEs across leadership and specialized roles in finance, accounting, payroll, grants, and human resources. For FY2026, the Division operates with a combined budget of approximately \$2.33 million, including \$1,404,463 for finance functions and \$926,678 for human resources, supporting personnel, systems, and core operations.



THE POSITION

Under the administrative direction of the Deputy General Manager, the Chief Financial Officer (CFO) serves as a member of the Executive Leadership Team and is responsible for ensuring all division staff members deliver a world-class customer experience for all stakeholders. The Chief Financial Officer leads, manages, and directs Cherrriots financial and human resources administrative functions and activities. Major responsibilities include safeguarding District assets and managing District liabilities to ensure a long-term, financially sustainable organization.

The CFO is responsible for ensuring a system of internal controls and compliance to adequately safeguard financial resources, and for oversight of additional functions including full-cycle accounting, short and long-term financial planning and analysis, budget preparation and control, payroll administration, contract and grant administration, and purchasing. This role also holds responsibility for human resources administration, benefits, and compensation.

The CFO ensures the District maintains adequate internal controls and the preparation of timely and accurate financial reporting following District policies; local, state, and federal laws and regulations, and Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB) Pronouncements. Additionally, the CFO must be aware of all District financial requirements and structure future obligations in a manner that is sustainable and allows the transit system to grow with regional needs and expectations.

For a full job description and to view all position responsibilities, please see the attachment found [here](#).



OPPORTUNITIES & PRIORITIES

Strengthening and Developing a High-Performing Team: The CFO will have the opportunity to build on an already strong and well-structured finance team by providing consistent leadership, mentorship, and professional development. This includes a focused investment in growing managers as leaders, cultivating internal talent, and preparing the next generation of finance leadership while reinforcing clarity in roles and organizational alignment.

Driving Operational Modernization and Process Improvement: Leading the continued evolution of finance operations by modernizing systems, updating standard operating procedures, and transitioning away from paper-based processes will be a key priority. This will include embracing technology solutions to improve efficiency, transparency, and scalability across the department.

Leading Strategic Planning and Long-Term Financial Vision: The CFO will serve as a central contributor to the development of the organization's next strategic plan, beginning in late 2026. The CFO will integrate financial insights into long-term planning, ensuring sustainability, alignment with priorities, and a clear path forward.

Strengthening Organizational Partnership and Engagement: The CFO will foster a culture of communication, partnership, and shared understanding across the finance team and the broader organization. This includes deepening knowledge of agency projects and federal regulations, aligning financial strategy with operational priorities, and maintaining a broad, organization-wide perspective in decision-making. Through visible leadership and active engagement across multiple locations, the CFO will build strong relationships, enhance collaboration, and promote connection and alignment at all levels.

Advancing Financial Leadership and Organizational Confidence: Establishing a clear and confident financial voice across the organization by delivering reliable forecasts, thoughtful analysis, and well-structured presentations will be a priority. The CFO serves as a trusted advisor to the CEO, Board, and leadership team, and will be expected to bring forward definitive insights and recommendations that support informed, strategic decision-making.

Elevating Financial Communication and Board Engagement: The CFO will be expected to deliver clear, accessible, and impactful financial communication to a range of audiences, including the Board, leadership team, employees, and community stakeholders. This includes leading the presentation of the annual budget, translating complex financial data into actionable insights, and reinforcing transparency and confidence in the organization's financial position.

IDEAL CANDIDATE

Education and Experience:

A bachelor's degree in finance, accounting, economics, business administration, or public administration or a related field, and ten (10) years of professional experience in accounting and finance, including management responsibility over a major functional area is required. Experience in a special district or public sector environment is preferred. A valid Oregon driver's license is required, along with a driving record that demonstrates compliance with safety and traffic laws. An equivalent combination of education, training, and experience that provide the required knowledge, skills, and abilities to perform the duties of this position may be considered, as determined by the District. A Certified Public Accountant (CPA) designation is preferred. Experience working in a labor union environment is also preferred.





Necessary Knowledge, Skills, and Abilities:

- Knowledge of public sector finance, including fund accounting, long-range financial planning, and regulatory compliance within a governmental or transit environment.
- The ability to develop and communicate a clear financial strategy that aligns with organizational mission, priorities, and long-term sustainability goals.
- The ability to translate complex financial data into clear, well-vetted information for executive leadership, governing boards, and community stakeholders.
- The skill to serve as a strategic partner to executive leadership by providing forward-looking analysis, actionable recommendations, and solution-oriented guidance.
- The ability to support capital planning and major infrastructure or technology initiatives.
- The ability to lead by empowering staff, fostering accountability, and maintaining a high-functioning, stable finance team.
- The skill to drive thoughtful, measured change within a well-established and traditionally conservative environment.
- The ideal candidate will connect financial decision-making to broader organizational goals, ensuring that financial strategies actively support mission delivery and service outcomes.
- The ability to communicate with confidence and presence, demonstrating credibility, professionalism, and sound judgment in high-visibility settings.
- The skill to build strong internal partnerships by prioritizing collaboration, reducing unnecessary barriers, and maintaining a customer service orientation toward internal stakeholders.

- The ability to evaluate risks and opportunities, exercise sound authority, and make informed decisions that advance organizational effectiveness.
- Experience fostering open dialogue, navigating disagreement constructively, and contributing to a culture of healthy debate that strengthens decision-making.
- The ability to build trust and relationships across all levels of the organization, demonstrating approachability, humility, and emotional intelligence.
- The skill to create and articulate a clear vision for the finance function, gaining buy-in from staff and aligning team efforts with strategic objectives.
- A demonstrated curiosity and drive for continuous learning. The ideal candidate will stay informed of emerging trends, best practices, and innovations in public finance.
- The ability to maintain executive-level influence, offering independent perspective while supporting collective decisions.
- The skill to exercise self-awareness in a position of authority, balancing confidence with humility and ensuring inclusive, respectful leadership practices.

A COMMITMENT TO EQUITY & DIVERSITY

The Salem Area Mass Transit District is committed to fostering a workforce that reflects the diversity of the community it serves. The District actively seeks candidates from a wide range of backgrounds and cultures and strives to create a workplace that is inclusive, equitable, and welcoming to all.



COMPENSATION & BENEFITS

- **\$124,587 - \$177,631 DOQ**
- Medical and prescription insurance: 100% employer-paid premium.
- Vision and hearing insurance: 100% employer-paid premium.
- Dental insurance: 100% employer-paid premium.
- Long-term disability insurance provided.
- Life and accidental death & dismemberment insurance: employer-paid (\$50,000 employee, \$20,000 spouse, \$1,000 per dependent).
- Sick leave: 24 days per year (3.70 hours accrued weekly).
- Administrative leave: 10 days per year (3.08 hours accrued biweekly).
- Vacation leave: 10 days per year for 0–2 years of service (3.08 hours accrued biweekly; increases with tenure).
- 10 paid holidays per year.
- Health Retirement Account (HRA VEBA): \$1,500 annually (prorated in first year).
- Employee Assistance Program (EAP): confidential counseling and support services.
- Free employee bus pass (Cherriots service).
- Employer retirement profit-sharing plan with up to 5% contribution match.
- Free family bus pass for eligible dependents.
- Optional supplemental term life insurance available.
- Deferred compensation plan available.
- Legal and identity protection services available.
- Flexible Spending Account (FSA) available.



For more information on the Salem Area Mass Transit District, please visit: www.cherriots.org

The Salem Area Mass Transit District (Cherriots) is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **May 3, 2026** (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 "**Salem Area Mass Transit District (Cherriots), OR – Chief Financial Officer**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the Prothman website as instructed on the form.

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