



CITY OF *Salem*
AT YOUR SERVICE

Oregon

CHIEF FINANCIAL OFFICER

\$112,797 - \$179,065

Plus Excellent Benefits

Apply by

April 14, 2019

(First Review, Open Until Filled)

***P*ROTHMAN**



WHY APPLY?



Salem is one of the most beautiful and livable areas of the Pacific Northwest. 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. Salem offers year-round outdoor recreation, sports, music, theater, and arts, and is supported by a diverse economy, including agriculture, education, manufacturing, technology, recreation, and tourism.

Salem offers the right finance professional a challenging and rewarding career opportunity in an amazingly beautiful place to live!

THE COMMUNITY

Salem is Oregon's capital city, located in the mid-Willamette Valley. Salem covers over 49 square miles and is home to over 170,000 residents. The Salem/Keizer metropolitan area has a population of over 400,000. Salem is the employment and retail center for surrounding communities in Marion and Polk counties. Large employers include state and county government, Salem Hospital, Willamette University, and Salem-Keizer School District. Major industries include value-added agriculture, food processing, high-tech manufacturing, and light manufacturing.

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.

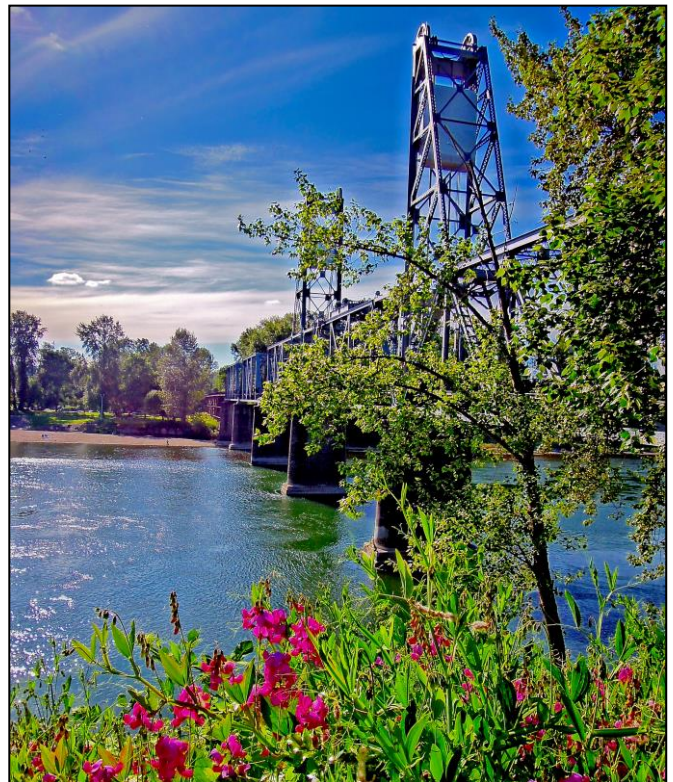
Salem has easy access to the Oregon coast, Oregon Cascades, and the Portland metropolitan area. In addition, Salem provides excellent outdoor, urban, cultural, and recreational activities. Salem residents have a strong culture of volunteerism and have a demonstrated commitment to community improvement.

THE CITY

Operating under the council/manager form of government, the Salem City Council is made up of eight unpaid City Councilors, each elected to represent one of Salem's wards, and a Mayor, who is elected at-large by voters throughout Salem. The City Manager is the administrative head of the city government and is responsible for managing its operations.

Salem has a dynamic and progressive city government, dedicated to exceptional service and teamwork. The City of Salem (City) operates with eight departments including Legal, Community Development and Library, Human Resources and Facilities, Information Technology, Fire, Police, Public Works, and Urban Development. All department directors are appointed by and serve at the pleasure of the City Manager.

The City operates on a 2018-19 fiscal year total budget of \$678.7 million, with 1,236 full-time equivalent employees and five collective bargaining groups. Salem also has an active Urban Renewal Agency (2018-19 fiscal year budget of \$96.4 million) and a Housing Authority (separate budget entity).



THE DEPARTMENT & POSITION

The City and departments work diligently to provide excellent customer service and an open, accessible government following the mission to provide fiscally sustainable and quality services to enrich the lives of present and future residents, the quality of our environment and neighborhoods, and the vitality of our economy. The Budget and Finance Department manages the daily financial operation of the City, including accounting for and reporting on all financial transactions, debt issuance, purchasing activity, investment management, preparing annual five-year forecasts and the City budget, and monitoring the overall financial status of the City.

Under the direction of the City Manager, the Chief Finance Officer is an executive management position responsible for managing, directing and integrating comprehensive financial, budget, debt, and investment policies into the business operations of the City and Urban Renewal Agency. The CFO often leads cross-departmental teams tasked with developing innovative and cost-efficient solutions to business systems.

The ideal candidate is an experienced financial leader with a comprehensive understanding of local government budgeting, funding and bonding, and who demonstrates the City's core values in work performed to provide opportunity, compassion, responsiveness, and accessibility. Candidates must have the ability to establish trusting and respectful relationships within and outside the organization and have a record of successfully managing financial operations, business operations, and personnel. The ideal candidate is a local government finance expert with exceptional problem-solving skills and the ability to embrace challenges with enthusiasm, initiative, and creativity. Knowledge of current advances and best practices in all aspects of municipal financial administration and the ability to provide recommendations and solutions which reflect this knowledge and awareness will bring candidates to the top of the list. Demonstrated unquestioned integrity and a successful record of working collaboratively with people inside and outside the organization is essential. Candidates must also have the ability to communicate effectively with a wide range of individuals and groups and make effective oral presentations with an emphasis on critical thinking and analytical skills.



OPPORTUNITIES & CHALLENGES

Like many cities across the country, the City of Salem is challenged to meet the changing needs and expectations of the community within limited resources. Salem is embarking on a multi-year plan to adjust service levels and align revenues and expenditures to maintain the organization's fiscal health with immediate focus on the General Fund. The City's leadership team is redirecting resources to the areas of highest need based on community surveys and City Council's Strategic Plan. New efforts are likely to include opportunities for efficiencies and additional revenues, including recommendations from a resident Sustainable Services Revenue Task Force. The realignment will attempt to close the budget gap with service changes and new revenue to keep up with growing community needs. The City is committed to continuing to improve, looking at operations across the organization for opportunities to do things more efficiently and continue to provide high quality services the community has come to expect, as well as services the City has not traditionally provided.

The CFO will lead the organization's ongoing implementation of Priority Based Budgeting and guide our efforts to develop and use key performance indicators. The CFO will also join the City's department directors, city council, and budget committee as we work together to align the organization's services and programs and the community's needs and expectations of service with available resources.

EDUCATION & EXPERIENCE

A bachelor's degree in finance, accounting, economics or related field, and ten years of increasingly responsible public sector experience in upper-level municipal finance, with at least eight years in a senior management or executive role such as CFO, Controller, Treasurer or other similar position, providing direction and supervision of department or division programs and operations is required. A master's degree in finance, accounting, business or public administration, and/or certified public accountant credential or designation is preferred.

COMPENSATION & BENEFITS

- **\$112,797 - \$179,065 DOQ**
- 5% Deferred Compensation employer contribution
- Health, dental, vision for employee and family paid at 95% by city
- Oregon Public Employees Retirement System (City currently pays the 6% employee contribution)
- Auto Allowance @ \$90 per month
- Vacation, Sick Leave, Paid Holidays
- Life Insurance & Long-term Disability



Please visit:
www.cityofsalem.net

The City of Salem is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **April 14, 2019** (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 "submit your application" and follow the directions provided. 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 website as instructed on the form.



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