

Omaha Public Schools

Chief Financial Officer (CFO)

POSITION SUMMARY:

As a key member of the Executive Management team, the Chief Financial Officer (CFO) will provide expertise and leadership to division staff and provide internal financial consulting to support District programs and priorities aligned with the Strategic Plan. The Chief Financial Officer (CFO) is responsible for transparent accountability to local community stakeholders and other constituents for their use of public funds, integrity of financial reports, and accordance with state and federal law. The Chief Financial Officer (CFO) oversees, manages and monitors the strategic work of the General Administration and Finance staff.

The candidates should be a strategic thinker who can provide strong and innovative finance and organizational leadership. The successful candidate will demonstrate ethical and prudent conduct in the District's fiscal affairs. He or she will have outstanding written and oral communication skills, strong interpersonal skills, and exceptional analytic skills.

KEY RESPONSIBILITIES:

- Planning and directing General Administrative and Financial Services, including financial reporting, accounting, audit, budget, compensation and benefits, payroll, grant development, internal controls and data/policy analysis.
- Provides, as a member of the Superintendent's executive team, leadership to District employees that fosters a success-oriented and accountable environment within the District.
- Providing expertise and internal consultation regarding financial activities and overseeing preparation, administration, and control of budget; assisting with bonds and facilities, and providing guidance of internal leadership, including the Superintendent.
- Assessing the financial impact of legislation, negotiations, directing analysis on impending legislations and recommending revised language to enhance financial services laws and enhance the District's mission.
- Creating and executing programs in conjuncture with District Strategic plan goals, assuring compliance with laws (local, state, federal) relating to all school business functions, including construction, and financial accounting and analyzing, creating reviewing and offering recommendations for financial business management issues;
- Preparing various materials to document activities, issues, meeting compliance and providing support materials and presenting financial information to District management, Board of Education, District Employees, and general management;
- Participating in various staff in-services and trainings;
- Facilitating various meetings, in-services, and workshops;
- Representing the District to the public;

- Managing and supervising assigned personnel; evaluate, train, and assign disciplinary action; and
- Other duties as assigned.

Qualifications:

- A Bachelor's degree in Finance, Accounting, Business Administration, Public Administration or related field required. MBA, MPA, or Master's in School Business Administration, Certified Government Financial Manager or Certified Public Accountant, preferred; and
- 10+ years of business or financial operations management experience in full service school district, public agency or private industry with annual budget of \$100 million or higher required.
- Prior successful experience working directly with Board of Directors or Board of Education; or a legislative body.
- Knowledge of school financing mechanisms and the fiscal requirements relating to federal education programs.
- Strong ability to oversee, monitor, and manage budgets and plan complex financial planning, service programs, and activities;
- A strong understanding of complex state and federal laws and an ability to effectively interpret and communicate those laws;
- Experience analyzing processes, problems, opportunities and developing fiscal policies, audit procedures, public and fund accounting systems;
- Comfort providing internal consultation services;
- Thorough data analysis, developing strategy, and long-term fiscal planning;
- Strong public presentation and communication skills to represent the District in both oral and written reports;
- A levelheaded attitude under pressure and ability to acclimate to changing work environments;
- Managing and supervising staff and operations and providing leadership to a diverse employee population;
- Strong interpersonal and communication skills and the demonstrated ability to work effectively with a wide range of constituencies in a diverse community.
- Previously advocating, modeling, and implementing organization wide initiatives and board policies related procedures;
- Maintaining confidential information; and
- Operating office machines, technologies, and software.

Reports to: Superintendent of Schools

Start Date: January 2015

Salary: Commensurate with education and experience

Human Resource Contact: Dr. Janice Garnett, Assistant Superintendent of Human Resources

Application closing date: November 21, 2014

To apply for the position, visit our website at www.ops.org and click on the "Careers" tab.