

How To Apply: Please visit www.pps.net/jobs and use job number XXX to apply.

Link:

https://careers.pps.net/psp/career/SELFSRV/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH_FL.GBL?Page=HRS_APP_JBPST_FL&Action=U&FOCUS=Applicant&SiteId=1&JobOpeningId=28027&PostingSeq=1

Salary: \$169,000 - \$181,185

Benefits: Inclusive of medical, dental, vision, prescription, life and disability insurance, employee assistance program, and 403(b) retirement savings and PERS plan.

Position Details

Portland Public Schools (PPS) is seeking talented people from diverse backgrounds and experiences to lead change and inspire PPS students. At PPS, every employee, despite having different roles, is an educator. We hope to attract talented educators who model the core PPS Educator Essentials. With the District's focus on eliminating systemic racism and its adverse impact on student learning, we seek to hire individuals who bring to our district a deep commitment to racial equity and social justice. To learn more about Portland Public Schools, please visit the District website.

BASIC FUNCTION:

Under the administrative direction of the Chief Financial Officer, the Senior Director of Financial Operations & Services is responsible for participating in the development, oversight and integration of the organization's strategic financial plan. This includes directing and coordinating budget programs, directing operations and staff responsible for Accounts Payable, Accounts Receiving, Payroll, Accounting, Treasury, Controller, General Ledger, and Financial Systems. The Senior Director of Financial Operations & Services serves as a professional expert, regularly interacting, and with the ability to influence executive leaders and stakeholders.

REPRESENTATIVE DUTIES:

The classification specification does not describe all duties performed by all incumbents within the class. This summary provides examples of typical tasks performed in this classification.

- Plan, direct, oversee and evaluate the work of professional and technical level staff in the Accounts Payable, Accounts Receiving, Payroll, Accounting, Treasury General Ledger, and Financial Systems departments; ensure generally accepted accounting principles are utilized to ensure compliance with GASB reporting requirements. "E"
- Lead the development, improvement, and implementation of financial systems, practices, internal controls, and objectives that align with the organization's strategic plans and to ensure accuracy and efficiency; develop and maintain financial forecasts to guide strategic decision-making and resource allocation. "E"
- Provide financial leadership support through the annual budget development process; prepare and present recommendations regarding the annual and biennium impacts on district finances across several funds. "E"

- Ensure expenditures in relation to authorized budgets are monitored, analyzed and reported on; confer with authorized budget-holders and provide consultative support to all divisions of the District regarding issues that impact the District’s budget. “E”
- Ensure financial accounts, reports, and records are maintained and accurate; provide oversight and support for audits. “E”
- Identify and mitigate financial risks and ensure effective risk management strategies are in place. “E”
- Responsible for the accurate and timely compilation of statistical, fiscal, and program information for the formulation and administration of accounting, financial, and payroll practices. “E”
- Provide high-impact analysis and recommendations that will help the District operate more efficiently and deliver on its established goals and objectives while meeting compliance standards. “E”

Knowledge of:

- Governmental audit requirements.
- Governmental Accounting Standards Board standards of state and local governmental account and financial reporting.
- Current technologies, accounting, statistical, financial, spreadsheet, and presentation software.
- Effective written and oral communication and presentation techniques.
- District organization, operations, policies, and objectives.
- Demonstrates flexibility and innovation when faced with ambiguity.

EDUCATION AND EXPERIENCE:

Education: Bachelor’s degree from an accredited college or university, with a major in Accounting, Business Administration, or related field. A Master’s degree in one of the identified majors is preferred.

- Seven (7) years of experience of accomplished work, developing, monitoring, analyzing and overseeing highly complex budgets in excess of \$50 million in a full-service public agency or in the private sector
- Four (4) years of supervising professional staff

Certification as a governmental budget administrator through GFOA, ASBO, AABPA, or CPA, or similar is strongly preferred.

Experience working in a unionized environment is preferred. Experience working in a richly diverse school district and or in a culturally & linguistically diverse environment and having respect for team and the communities we serve is highly desirable.

[Apply Here](#)

PI250110378