

Jefferson County Commission in Alabama is currently seeking an experienced professional to serve as the

# CHIEF FINANCIAL OFFICER (CFO)



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## ABOUT JEFFERSON COUNTY & GREATER BIRMINGHAM

### *A Vibrant Place to Celebrate & Call Home*

Jefferson County, located in Central Alabama, is a beautiful region nestled in the rolling foothills of the Appalachian Mountains. With a population of 659,300, it is the most populous county in the state. Its county seat, Birmingham, is a wonderfully diverse city with a metropolitan area that features something for everyone. It is young, traditional, vibrant, friendly, cultured, and complex!

### Exceptional Opportunities for Everyone

With the 200th birthday approaching, Jefferson County is proud to serve a vibrant and diverse community rich in history, culture and natural beauty. Jefferson County is home to nationally recognized dining, world-class attractions, parks, events, and other activities to see and do. The Washington Post named Birmingham as one of the best vacation destinations to visit. Additionally, Zagat recently ranked Birmingham number one on the list of America's Next Hot Food Cities. You can enjoy asparagus salad with roasted pecan dressing at an elegant restaurant for lunch and look forward to dinner at a "meat-and-three" serving country-fried steak, collard greens, butter beans and cornbread.

Jefferson County's residents can walk the trails of Ruffner Mountain, the second largest urban nature preserve in the country, frequent the new Uptown entertainment district, sample wine made from local fruit along the local Wine Trail, visit the Civil Rights District, tour the Barber Vintage Motorsports Museum, and enjoy Avondale and Lakeview, two of the newest revitalized, up and coming places to experience. Residents can also enjoy a baseball game at Regions Field and watch the Birmingham Barons run around the bases right in the heart of downtown Birmingham.

The Jefferson County and Birmingham region continues to grow more sophisticated and exude contemporary amenities and hospitality. It is one of the 60 largest metropolitan areas in the country and is a wonderful place to live, work, do business, and play! In fact, in 2021, the city will host the World Games and welcome in thousands of athletes from around the world.

### The Heart of Diversity in the Nation

It is diversity that many believe to be Jefferson County's greatest strength and strongest appeal. With Birmingham's role in the Civil Rights movement in the 1960's, this region has blossomed into an area that embraces, values, and celebrates diversity. Residents have an appreciation for progress and cultures, all being a unique part of the charm and character that makes this such a lively and special community. The region's low cost of living, coupled with a high quality of life have created a great place to work, play, and raise a family!



### Economic Prosperity, World Class Universities, Research and Healthcare Options

There's an excitement about Jefferson County. This thriving metropolitan region encourages the innovative spirit of progress and expansion, driving the region's economic growth. Home to an economic development program, Innovation Depot supports and cultivates 92 early-stage technology companies, strengthening the local economy. Community partnerships align efforts to foster job creation and bolster the region's competitiveness as a desirable location with a high quality of life. Vibrant banking and education institutions are driving forces in the metro economy. Jefferson County is home to one of the largest banking centers in the southeast, and the University of Alabama at Birmingham ranks in the top 15% of all universities worldwide.

# OUR FORM OF GOVERNMENT



## County Services

Jefferson County provides vital services to the residents of the county through over 2,500 employees in 26 departments including Finance, Revenue, Roads and Transportation, Information Technology Services, Human Resources, Development Services, Environmental Services, Tax Assessor, Tax Collector, Board of Equalization, plus more. Our diverse group of employees utilizes their knowledge, skills and abilities by working together to provide quality and effective public services to our residents to ensure needs are met. Jefferson County contributes to and strengthens the quality of life of its residents for more economic prosperity!



## A Partnership of Elected Commissioners and the County Manager

The County Commission is the governing body of Jefferson County with five Commissioners elected from districts, for concurrent four-year terms. The Commissioners distribute the powers and duties conferred by law upon the County Commission and the members as they deem fit and efficient, and seek to promote the health, safety, and general welfare of the residents of Jefferson County. Jefferson County's daily administration of county government is managed by a County Manager as the Chief Executive Officer.

## Mission Statement

Provide exceptional, everyday service through character and competence.

## Vision Statement

To be a model local Government that anticipates and meets the evolving needs of the diverse community with energy, character, dedication, and accountability.

## Values

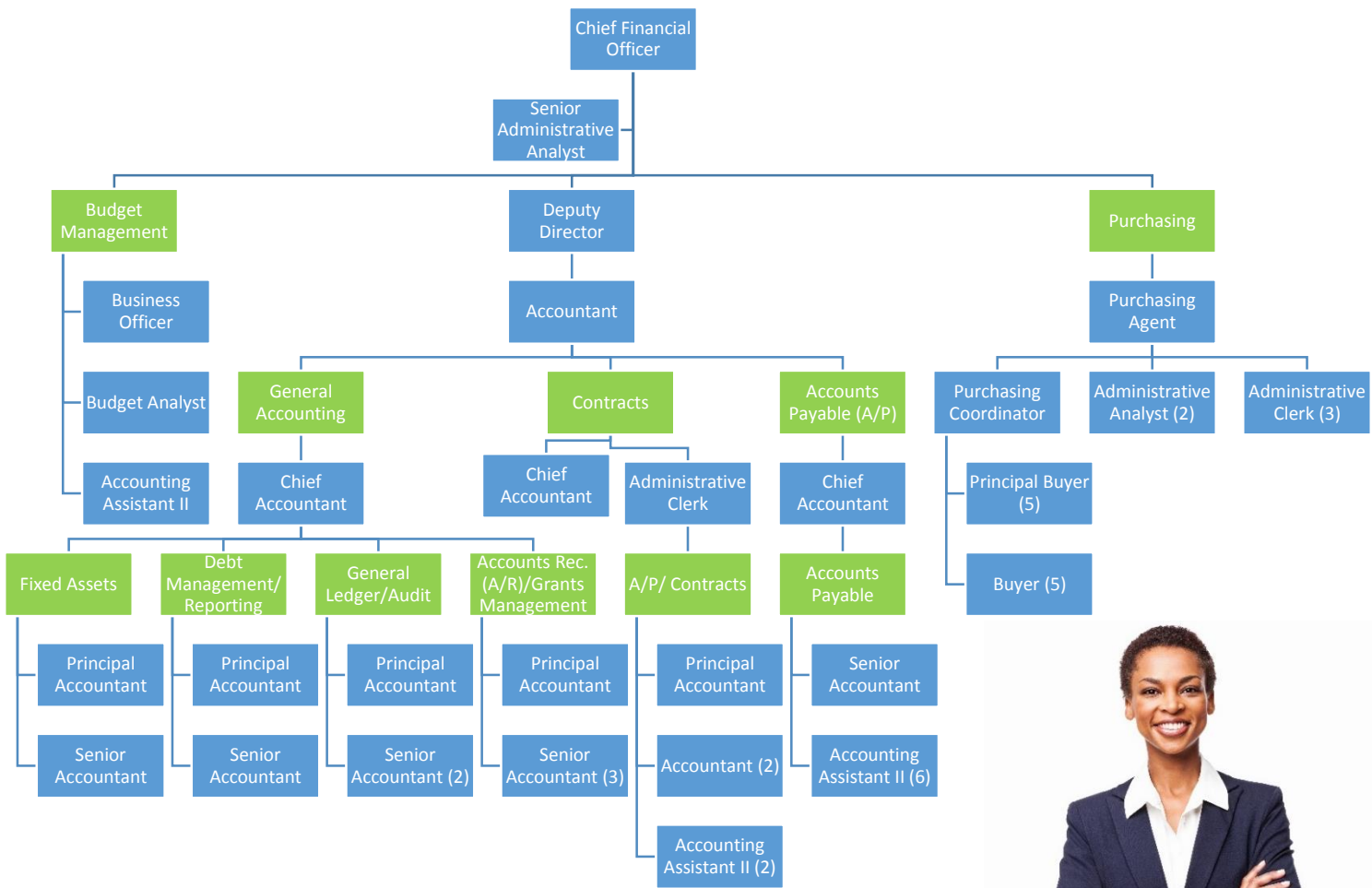
- **TRANSPARENCY:** All of the information that is needed is provided through communication that can be trusted among Commissioners, Departments, employees, and the community
- **INCLUSION:** Jefferson County values the diverse viewpoints, perspectives, and backgrounds of all employees and citizens
- **INTEGRITY:** From the top down and the bottom up, Jefferson County acts with honesty, trustworthiness, and integrity
- **INNOVATION:** Every day provides the opportunity to take a fresh perspective on how to best serve the needs of Jefferson County citizens
- **ENERGETIC SERVICE:** Each employee and Department is accountable to providing the highest-quality customer service to our citizens - if you need something from us, consider it done; and
- **SAFETY:** The health and well-being of Jefferson County citizens, including employees, is of paramount importance for each Department and individual serving the County.

# The Finance Department

As of fiscal year end 2018, the Commission maintains a general fund budget that consists of approximately \$155 million in annual revenue. The Commission has total assets of \$911 million and \$2.7 billion, for governmental and business-type activities, respectively. Business type activities consist primarily of a sanitary operations enterprise fund with assets of \$2.7 billion, and annual revenues in the amount of \$231 million. Warrants payable as of September 30, 2018 were \$448 million and \$2.0 billion for governmental and business-type activities, respectively. Total government wide current assets were \$760 million, with current liabilities totaling \$184 million, as of September 30, 2018. The Commission also maintains separately reported revenue funds with annual revenue of approximately \$424 million. Expenditures of federal awards were \$9.9 million for the year ending September 30, 2018. Additionally, the Commission's General Obligation warrants have been upgraded to AA - by Fitch and S&P. The County utilizes the MUNIS general ledger system.



## THE FINANCE DEPARTMENT'S ORGANIZATIONAL STRUCTURE



## Candidate Profile

The Chief Financial Officer oversees the planning, directing, and coordinating of financial and administrative operations in Jefferson County. This includes tasks related to accounting, auditing, financial reporting, controls over financial reporting, debt management, cash management, covenant compliance, grant compliance, investments, purchasing, revenue, financial planning and analysis, budget management, and related financial, budget, and accounting systems. The CFO formulates and executes a broad range of policies, establishes annual and multi-year financial plans, works collaboratively with parties internally and externally, and provides technical supervision. The CFO reports directly to the County Manager. The work of the CFO is reviewed by the County Manager for departmental efficiency and effectiveness and compliance with applicable governmental accounting standards, best practices, statutes and the County Fiscal Policy, and other applicable law.

## The Ideal Candidate

### Certification/Degree Requirements

- Licensed as a Certified Public Accountant (CPA).
- Bachelor's degree in Finance, Accounting, Business Administration, Public Administration or related field.

### Specific Experience

- Exposure to, and knowledge of, capital markets.
- Held role with progressive exposure to accounting and financial principles.
- Held upper managerial role within a financial function.
- Experience working with Government Accounting Standards Board (GASB) principles.
- Experience with, and/or knowledge of, external auditing/accounting, investment, cash management, internal controls, budgeting, and general ledger.
- Experience with debt issuance and debt refunding.
- Experience presenting information to elected officials, boards of directors, and/or legislative bodies.

### Experience managing a work unit

- Managed a division (15 or more people).
- Experience as a 3rd level manager (i.e., managed a supervisor of another supervisor).
- Responsible for setting goals and making key decisions at a divisional level.
- Managed a budget for a division.
- Responsible for evaluating the performance of those within a division.

### Experience implementing and monitoring work unit strategy

- Responsible for a concrete substantial change effort.
- Developed and implemented a strategic initiative.
- Responsible for managing and delivering results on several high level projects at the divisional level (i.e., more than unit level objectives).

### Experience interacting with key internal and external stakeholders

- Experience working in a high stress environment involving multiple constituents.
- Responsible for a function that delivers services to internal and external customers.
- Held roles involving forging positive interpersonal working relationships.
- Responsible for the development and growth of multiple individuals (e.g., coaching activities, formal mentoring).
- Responsible for delivering complex communications to multiple parties (verbal and/or written).

### Experience working in environments that require adherence to high professional and ethical standards

- Exposure to essential work tasks and/or processes in non-profit or government, or in a private organization that has constraints resembling those in the public sector.



## Preferred Experience

### Certification/Degree Requirements

- Designated as a Certified Public Finance Officer (CPFO), Certified Government Finance Officer (CGFO), Certified Fraud Examiner (CFE), Certified Internal Auditor (CIA), or Certified Government Financial Manager (CGFM) OR Holds a similar specialized certification in governmental accounting, auditing, financial reporting, or internal controls.
- Advanced degree (e.g., Master's) in Finance, Accounting, Business Administration, Public Administration, or related field.

### Specific Experience

- Providing oversight for grant receipts and disbursements.
- Experience with economic development initiatives.

### Experience managing a work unit

- Engaged in guiding the development of others (e.g., identifying formal programs, pinpointing stretch assignments, crafting development plans that integrate with daily activities).
- Held roles in which they have delegated important responsibilities to others.

### Experience implementing and monitoring work unit strategy

- History of guiding the implementation of an innovative solution (e.g., organizational process, product).

### Experience interacting with key internal and external stakeholders

- Held roles in which they were responsible for resolving conflicts and driving consensus.
- History of completing negotiations at work.

### Experience working in environments that require adherence to high professional and ethical standards

- Demonstrates a track record of ethical professional behavior.
- Demonstrates a track record of understanding and respecting the practices, customs, and values of people from different backgrounds, perspectives, and cultures.

# Chief Financial Officer

## JEFFERSON COUNTY COMMISSION

### Excellent & Highly Competitive Benefits

Our employees enjoy long-term employment with reliable benefits. We offer our employees a strong benefits package with options that truly work for all and meet our employee's needs.

- Comprehensive medical benefits with low copays, low deductibles, and high levels of coverage after 30 days of employment for self and eligible dependents
- Dental and Vision insurance plans after 30 days of employment for self and eligible dependents
- Term Life Insurance and Voluntary Accidental Death & Dismemberment Insurance for self and eligible dependents
- Optional Healthcare and Dependent Care Flexible Spending Accounts (FSAs)
- Disability benefit options such as Short-Term Disability and Long-Term Disability
- Supplemental insurance options such as Group Accident, Group Critical Illness, and Group Hospital Indemnity
- General Retirement System (Pension) enrollment
- Paid vacation, paid sick leave, and paid holidays
- Deferred Compensation

### Compensation

The anticipated hiring range upon starting this position will be \$190,000 - \$230,000 dependent upon qualifications and experience.

### Application & Selection Process

Qualified applicants should submit applications and resumes online by visiting [www.jobsquest.org](http://www.jobsquest.org).

It is requested that applicants submit applications by February 14, 2020. All applications need to be submitted by 11:59 p.m. cst of the posted close date. Applications will be screened against criteria provided.

The Jefferson County Human Resources Department has tentatively scheduled a full-day Assessment Center on March 10, 2020 for those named as finalists.

### For more information, contact:

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