

COUNTY OF YOLO

INVITES APPLICATIONS FOR

Chief Financial Officer

\$166,088 - \$201,885 Annually

(A 2% COLA, effective new fiscal year, is anticipated to be approved by the Board of Supervisors.)



County of Yolo

Making a difference by enhancing the quality of life in our community

The County

Yolo County, with a population of over 220,000, was one of the original 27 counties when California became a state in 1850. The majority of the County's residents live within its four cities: Davis, West Sacramento, Winters, and Woodland.

The County seat, located in Woodland, is just 20 miles northwest of the State Capitol of Sacramento. Its proximity to the Sacramento International Airport and two interstate highways places Yolo County within a major transportation hub. San Francisco Bay Area, Napa-Sonoma wine region, and the pristine mountains and ski resorts of Lake Tahoe and the Sierra Nevada are within two hours driving distance. With 661,000 acres, farming and ranching activities also played an important role in making the County one of the leading agricultural producers in the nation.

An abundance of recreational and cultural opportunities such as events at the Woodland Opera House and Mondavi Center for the Performing Arts are located within the County. There are many outdoor adventures, including whitewater rafting and kayaking along Cache Creek, bicycling on scenic country roads and bike paths, and fishing and water-skiing along the Sacramento River. The City of West Sacramento is home to the Sacramento River Cats, a AAA professional baseball team, and the nearby Golden One Center is home to the Sacramento Kings basketball team.

The County provides many educational opportunities, both public and private, from small, rural K-8 schools to the urban model of elementary and middle schools. High schools within the County have attained scholastic, athletic, and extra-curricular success and enjoy strong community support. In addition to the University of California at Davis, the County is home to the Woodland Community College and Cambridge Junior College, and the California State University, Sacramento is within easy commuting distance.

Yolo County is supported by a Recommended FY 2022-23 total budget of approximately \$580.7 millions and 1,814.4 FTE positions. It is governed by an elected five-member Board of Supervisors who serve four-year terms. The County is structured by functional areas of General Government, Community Services, Law and Justice System, and Health and Human Services. With 7.3 employees per 1,000 residents, Yolo County plays three distinct roles:

1. As a regional government, the County provides countywide services, including elections, criminal prosecutions, and public health.
2. For the residents of the unincorporated areas, the County provides all the municipal services a city would provide, including patrol services, waste management, and road maintenance.
3. As a political subdivision of the State, the County provides state and federal services including child protective services, public assistance/self-sufficiency services, and mental health services.

YOLO COUNTY CORE VALUES

- Service
- Performance
- Integrity
- Responsibility
- Innovation
- Teamwork



The Department

The Department of Financial Services is responsible for receiving, investing, safeguarding, and distributing money for the County and related agencies. The Department operates four divisions which include:

- ◆ **Accounting & Financial Reporting** - responsible for disbursements, general ledger, financial reporting, district accounting, tax accounting, cost accounting, and budgetary compliance.
- ◆ **Financial Planning** - responsible for long-range planning, budget development, fiscal policy development, and economic development support.
- ◆ **Internal Audit** - responsible for internal audits, risk assessments, compliance monitoring, special reviews, and consulting services.
- ◆ **Treasury & Revenues** - responsible for cash management, banking, investments, financing, debt management and capital investment analysis, and revenue management including tax collection and fee collection.

Click [here](#) to view the current organizational chart.

The Position

The Chief Financial Officer, as a member of the County Executive Team and chief executive of the Department of Financial Services, directs the complex financial and fiscal activities of the County and performs comprehensive management responsibilities to carry out Board of Supervisors policies and procedures for County financial operations and planning.

The Chief Financial Officer is appointed by the Board of Supervisors. The incumbent reports to, on a routine basis, and receives performance evaluation from the County Administrator. The incumbent in this position is also a non-voting member of the Financial Oversight Committee, which advises the Board of Supervisors on various financial matters. Although the law provides for the elective offices of Auditor-Controller and Treasurer-Tax Collector, the County of Yolo has adopted a model in which all financial duties are consolidated into the position of Chief Financial Officer. Statutory responsibilities for the Chief Financial Officer include those pertaining to entities other than Yolo County, such as cities, special districts, and joint powers agencies.

MINIMUM QUALIFICATIONS

Education: A Bachelor's degree from an accredited college or university in Accounting, Finance, Economics, Business Administration, or a closely related field; **AND**

Experience: Eight (8) years of professional level accounting and/or financial management experience, including responsibility for managing a large staff, typically through subordinate managers, and a variety of professional accounting, auditing, investment, management information systems, or related financial functions. A minimum of five (5) years of responsible management experience must be in local governmental finance and accounting.

Highly Desirable: Possession of an active license as a Certified Public Accountant issued by the State of California Board of Accountancy and a Master's degree are highly desirable.

The Position Continued...

The candidate selected for this position will have the following three primary areas of responsibility:

FINANCIAL LEADERSHIP

The Chief Financial Officer provides overall leadership in the development and implementation of financial strategies for the purpose of establishing and maintaining financial sustainability. Functions include:

- ◆ Coordinate the acquisition and development of necessary resources (e.g., human resources, systems, and capital assets) to accomplish County financial goals.
- ◆ Contribute financial perspective to County Strategic Planning to ensure that financial goals align and support the County Strategic Plan.
- ◆ Direct long-term financial planning to enable accomplishment of strategic goals and achieve financial sustainability.
- ◆ Manage risks and opportunities to optimize financial performance.

STEWARDSHIP OF FINANCIAL RESOURCES

The Chief Financial Officer performs statutory duties to ensure fiscal accountability in the County and for affiliated entities as defined by laws. These fiduciary duties prevail over allegiance to any one organization and are overseen by the California State Controller. Functions include:

- ◆ Maintain complete and accurate records of all financial transactions in accordance with standards, policies, laws, and regulations.
- ◆ Discharge fiduciary and statutory duties to affiliated entities, such as special districts, joint powers agencies, and state regulatory agencies.
- ◆ Plan for efficient and effective use of financial resources and monitor usage.
- ◆ Maintain adequate internal controls and audit coverage to control risks.
- ◆ Procure goods and services efficiently for County operations.
- ◆ Receive and distribute revenues equitably to agencies.
- ◆ Claim, collect, and safeguard County financial assets.
- ◆ Recognize and settle County obligations timely.
- ◆ Provide useful financial reports to stakeholders.

STRATEGIC FINANCIAL PLANNING

The Chief Financial Officer applies business expertise and utilizes optimal technology to solve highly complex problems and promote public value. Functions include:

- ◆ Analyze and interpret data and trends to provide insights and forward-looking solutions.
- ◆ Evaluate and summarize alternatives to provide intelligence for decision-making.
- ◆ Guide decisions toward creating lasting public value.
- ◆ Ensure continued adaptation of the financial infrastructure to the rapidly changing social and technological environments.

To view the class specification for this position, please click [here](#).

The Compensation Package

Yolo County offers a competitive total compensation package. The current annual salary range for this position is **\$166,088 - \$201,885**. The salary placement will be based on the qualifications of the selected candidate. Additionally, the benefits provided by the County include the following:

Retirement: CalPERS 2.5% @ 55 for classic members; employees contribute 8% of salary toward retirement. (New members: 2% @ 62; employees currently contribute 6.75% of salary toward retirement, increasing to 7.50% effective 7/1/2023.) The employee also pays 1% of the County's portion of the CalPERS retirement contribution. The County participates in Social Security and Medicare programs.

Health Benefits: Employees currently receive a benefit package of \$25,454 annually to purchase health, dental, and vision insurance; remaining balance paid to the employee as taxable earnings. The County requires all employees to enroll in both the dental and vision plan.

Life Insurance: The County provides a \$50,000 Life and AD&D Policy.

Deferred Compensation: The County provides a \$250 match for 1+ years of service, a \$1,000 match for 10+ years of service, and a \$1,700 match for 20+ years of service each calendar year when the Chief Financial Officer defers the same amount.

Sick Leave: 96 hours per fiscal year

Vacation Leave: 80 hours per fiscal year; 104 hours after 5 years of employment

Administrative Leave: 80 hours per fiscal year

Floating Holidays: 44 hours per fiscal year

Holidays: 10 holidays per year

County Disability Insurance: Eligible for short-term disability benefit at 85% of salary

Employee Assistance Program: Confidential counseling program with up to 7 visits per incident per calendar year.

How to Apply

This recruitment will be open until filled with the initial applicant review cutoff of Friday, July 7, 2023.

To apply for this exciting career opportunity, please email a letter of interest and detailed resume to Khanida.Hunter@yolocounty.org.

Resumes will be screened according to the qualifications outlined in the brochure. Candidates with the most relevant qualifications will be contacted for additional discussion and screening. The Panel Interviews are *tentatively scheduled for Thursday, August 3, 2023*. If you have any questions, please do not hesitate to contact Khanida Hunter via email at Khanida.Hunter@yolocounty.org or by phone at (530) 666-8056.

