



The City of Willits

Is recruiting for

Finance Director/City Treasurer

The City of Willits is known as the "Gateway to the Redwoods." Willits serves as the heart of Mendocino County, located within easy driving distance of redwood groves, the North Coast, wild rivers, wilderness areas as well as world renowned wineries. Willits boasts a brand new, beautiful campus of Mendocino College as well as the new, state of the art, Frank R. Howard Memorial Hospital. The community maintains a friendly, family-oriented atmosphere and the residents enjoy many educational, recreational, retail and business opportunities. Willits offers the warmth and charm of small town America and our quality of life is completely different from the hurried and busy lifestyle of our neighbors in the Bay Area. The Willits community consists of 4,880 residents over approximately 3 square miles. Our commitment to integrity, honor, and service through collaborative community partnerships promotes a high quality of life here in Willits.

The Ideal Candidate

The Finance Director will oversee the activities and operations of the City's Finance Department, including budget, accounting, treasury, water billing and collections and purchasing. As a key member of the City's Executive Management team, the new Finance Director will bring exceptional leadership, proactive management and excellent communication skills to the organization. A highly engaged leader with a proven track record of commitment to high level of integrity, honor and excellence. The ability to identify key issues in complex situations, evaluate options and initiate effective strategies for resolutions. Have the ability to foster a positive working environment through development and success of personnel administration, budget management and a strong, results oriented leader. Have the ability to work in concert with City staff on collaborative problem solving, consistent with community-wide values and objectives. Must have a Bachelor's degree in Finance, Accounting, Public Administration, Business or a related field as well as five years of increasingly responsible professional experience in municipal government finance and three years of supervisory experience. Experience in a public agency is preferred.

The City Manager may, at his/her discretion, elect to relax the educational requirements if experience provides the required knowledge to effectively perform the duties of this position.

Total Compensation Package

Annual Salary Range

\$78,448.20 – 97,738.14

Retirement Programs

CalPERS Classic MISC 2.7%@ 55

PEPRA 2%%@ 62

Plus: Vacation, Sick Leave, Management Comp Time, Floating Holidays, Paid Holidays, Medical Benefits, Dental and Vision Benefits, and Life Insurance

Recruitment Schedule

If you are interested in this outstanding opportunity to lead a dynamic organization, please submit the following items via email:

- Cover letter stating your interest in the position
- Your current resume with current salary information
- At least 5 professional references
- Complete application obtainable on our website <http://cityofwillits.org/city-departments>

HR@willitscity.com

Attention: Karen Stevenson, HR Analyst

City of Willits

111 E Commercial St

Willits, CA 95490

Deadline: Open until filled

Candidates will be contacted in early January regarding the status of their applications. First interviews will tentatively be hosted mid January, 2017.