



JOB ANNOUNCEMENT

Exciting Career Opportunity!

MANAGER OF FINANCIAL SERVICES

\$142,771-\$192,525 Annually
Plus Excellent Benefits

The Position	<p>The Stanislaus Council of Governments (StanCOG) is seeking a highly skilled Manager of Financial Services to lead the agency’s Finance department. The position is a member of the management team, manages the financial activities and functions of the Finance Department, performs responsible and complex technical accounting and budgeting work, assists auditors during annual audits, supervises and provides professional and technical guidance to financial services staff; oversees the preparation and/or prepares a variety of accounting documents and reports, and maintains fiscal accountability for all grant-funded programs and contracts. Excellent verbal and written communication abilities, strong organizational and strategic skills, and the ability to work in a fast-paced, dynamic team environment is required.</p>
Benefits	<p>StanCOG offers an exceptional benefits package including participation in StanCERA Retirement Association, generous group health, dental, vision and life insurance, paid time off for vacation and sick leave, a flex schedule and more!</p>
Ideal Candidate	<p>The ideal candidate will have a fundamental understanding of local government operations and enjoy contributing to a collaborative culture and influencing progress by offering new solutions and ideas.</p> <p>The ideal candidate should also:</p> <ul style="list-style-type: none"> • Have a thorough understanding of finance and accounting principles, practices, and methods, fund accounting systems and internal control requirements, financial reporting requirements for regulatory agencies, ordinances, resolutions, and regulations affecting finance operations; • Be a highly organized multi-tasker who can follow through in a timely manner on detailed assignments; • Have the ability to work with independence while under the general direction of a director, with resourcefulness, tact, discretion and confidentiality; • Be an enthusiastic, positive team player with effective interpersonal skills necessary to interact with elected officials, management, staff, and the public; and supervise a small staff of direct reports; • Be an effective communicator with good speaking and writing skills.
Education & Experience	<ul style="list-style-type: none"> • Education: Bachelor’s degree with major course work in accounting, finance or closely related field; and • Experience: Minimum of four years of increasingly responsible experience in government accounting, with at least one year of experience in a supervisory position.

<p>Duties</p>	<ul style="list-style-type: none"> • Plans, organizes and oversees the financial recordkeeping and reporting functions related to the development and administration of budgets, payroll, grant funds, banking and investment funds, accounts payable, accounts receivable, purchasing and inventory; • Compiles, reviews and manages the preparation of the Overall Work Program and budget; prepares the Internal Cost Allocation Plan and ongoing budget amendments within proper controls and guidelines; • Prepares, reviews and processes various accounting documents such as journal vouchers, payroll, claims, invoices, contracts, billing, reports and purchase orders; • Reviews and reconciles a variety of financial reports and records for accounting errors and compliance with standard accounting principles, laws, contracts and grant requirements; • Oversees the closing of financial records at fiscal year-end; prepares audit schedules; assembles materials and provides financial record details to assist external auditors conducting periodic and year-end audits; • Attends and participates in assigned meetings.
<p>About StanCOG</p>	<p>StanCOG is the federally-designated Metropolitan Planning Organization (MPO), state-designated Regional Transportation Planning Agency (RTPA), and Local Transportation Authority (LTA) for the Stanislaus region of Northern California. StanCOG provides the forum that brings mayors, city council members and county supervisors together to work on regional transportation issues in a setting that promotes the involvement of the public in the planning and project delivery process. With the passage of the Measure L transportation sales tax measure on the ballot in November 2016, StanCOG became a 'self-help county' and administers an approximately \$960 million program of projects for transportation needs within Stanislaus County for the 25-year period from 2017-2042.</p>
<p>Application Process</p>	<p>Email your resume, cover letter and application (available at www.stancoq.org/employment/) to HR@Stancoq.org.</p> <p>For further information, please contact Human Resources at 209-525-4634.</p>