

**Position Title:** Director, Department of Finance  
**Organization:** Montgomery County Government, Maryland  
**Location:** Rockville, Maryland

Located adjacent to the nation's capital, Montgomery County is the most populous county in the state of Maryland and one of the most diverse counties in the nation.

The County Government is composed of the Executive and Legislative branches. The Executive Branch implements and enforces Montgomery County's laws and provides executive direction to the government. Its chief executive officer is the County Executive. There are over 30 executive branch departments and agencies that help to deliver services to more than one million county residents. Montgomery County is proud of the services it offers.

Montgomery County's newly elected County Executive has outlined seven priority outcomes for the County's future.

**Priority Outcomes:**

- **Thriving Youth and Families** – Children need great schools, supportive families, and caring communities to help them succeed in life. We can give them the start they need by providing adequate funding for public schools, access to affordable early childhood education and expanded high school options, and support for programs that relieve stress on families through increased access to affordable housing and better-paying jobs.
- **A Growing Economy** – A healthy business community is essential to our success. We will reinvigorate the county's direct involvement in economic activities by re-examining our regulations to make sure they are sensible, fair, and efficient; opening support centers that help both new and existing businesses; and developing an incubator and innovation climate to help local entrepreneurs bring their ideas into the world.
- **A Greener County** – We recognize the urgency of global warming and will take concrete steps to address climate change. County government has committed to zero Greenhouse Gas emissions by 2035, an ambitious – but achievable – target. We will reduce our footprint by pursuing clean energy, energy efficiency, enhanced building design, reduction of waste, and developing a better transit system for our residents.
- **Easier Commutes** – Moving people and goods more efficiently is an economic imperative and is essential to our quality of life. We will reduce traffic congestion by improving transit options, supporting Metro, encouraging telecommuting and implementing common-sense road improvements.
- **A More Affordable and Welcoming County** – We will focus on initiatives that make Montgomery County a place where all residents can pursue their dreams regardless of race, ethnicity, age or economic circumstances.

- **Safe Neighborhoods** – We will address crime and pedestrian safety issues and seek input from communities across the county on ways to address these issues. We plan to enhance opportunities for walking, biking, and creating neighborhood gathering places.
- **Effective, Sustainable Government** – We will partner with county employees to make County Government more cost-effective and to deliver services more efficiently and responsively.

## **THE POSITION**

Montgomery County is seeking to fill the Director for the Department of Finance. The position is appointed by the County Executive and confirmed by the County Council. This position reports to the Chief Administrative Officer (CAO).

Montgomery County is a large complex organization with approximately 9,000 employees and 6,000 retirees with an operating budget of approximately \$5.7 billion and maintains a AAA rating.

The Director of the Department of Finance will develop, implement and evaluate fiscal policies and provide for sound and responsible fiscal management for the County Government. This individual will direct others in oversight of monitoring revenue levels; collection of all county revenue; administration the County's payroll system and central purchasing program; pays all obligations incurred on behalf of the County Government; provides internal audits of programs administered by other County departments and offices; provides accounting and reporting services associated with the Employee's Retirement System; issues bonds to finance capital construction; manages County funds through sophisticated cash management and investment programs; and administer the County's Self-Insurance Fund to provide a comprehensive liability, automobile, worker's compensation, property and other insurance coverage through self-insurance and commercial policies.

The County Executive and CAO are focused on the county's long-term fiscal sustainability. They will look to the Finance Director to lead the development of a Ten-Year Financial Plan, which is in its early stages. They are also committed to equity and financial justice and want a Finance Director with a vision for how local government can lift up its most vulnerable residents.

## **THE IDEAL CANDIDATE**

The ideal candidate will be ethical, approachable, trustworthy, apolitical, and committed to excellence and delivery of meaningful results for taxpayers in Montgomery County. S/he will communicate openly, honestly and collaboratively with a diverse group people, explaining complex issues in a way that non-experts can understand. S/he will expertly promulgate and implement a long-term mission, vision, and strategy and provide new ideas and innovation through change management processes that improve the efficiency and delivery of effective county programs and services.

The ideal candidate will have unquestioned integrity and promote the same throughout the organization. S/he will have the backbone to give the County Executive and CAO honest and professional advice, even if it conflicts with hopes and expectations.

## **HIGHLIGHTED QUALIFICATIONS**

- Assists the County Executive in budget preparation by making preliminary estimates of revenues;
- Develops short- and long-term financial plans and recommends financial policies;
- Supervises the collection of State taxes for Montgomery County;
- Coordinates the activities of the Department of Finance with other agencies of the County Government, the Board of Education, and bi-County, State and Federal agencies;
- Analyzes Federal and State legislation affecting revenue, collections, and budgets;
- Determines the most expeditious means of fulfilling major accounting, auditing, self-insurance, purchasing, and investment requirements and assumes final responsibility for their implementation;
- Manages all County debt including preparation of prospectuses, determination of maturity schedules, and the preparation, marketing, and issuance of various types of bonds, notes or other debt or financing instruments;
- Effective team builder and collaborator, strategic -partner working to build relationships with other governmental and bi-county agencies, business interests, private organizations and the public;
- Expert ability to work with diverse groups of people;
- Courageous and motivating ability to supervise, train, evaluate and support professional, technical, and clerical staff; and
- Transformative ability to innovatively develop, implement and manage county policies, procedures, and processes.

## **EDUCATION, TRAINING, AND EXPERIENCE**

Master's Degree in Finance, Accounting, Business Administration or a related field, plus seven years demonstrated experience in fiscal management and accounting, with at least four years in a managerial or supervisory capacity which includes responsibility for fund and budget administration, program planning, implementation, and administration.

An equivalent combination of education and demonstrated senior leadership experience which provides the knowledge, skills and abilities to successfully perform as the Director.

## **APPLICATION PROCESS**

Montgomery County Government is committed to attracting and retaining a highly-skilled, quality, and diverse workforce. We want people who aspire to make a difference in our community. We offer quality compensation and a generous benefits package. Learn more at: Montgomery County Benefits. Interested applicants should forward a cover letter and resume to [applyFIN@montgomerycountymd.gov](mailto:applyFIN@montgomerycountymd.gov).