



Director of Management and Budget



THE COMMUNITY

Oakland County is in southeast Michigan, immediately north of Detroit. With a population of nearly 1.2 million and covering over 900 square miles, it offers cosmopolitan urban centers, lakefront living, historic town centers, and natural country settings within close proximity of an array of employment opportunities. The county blends the State's most robust economy with an unmatched quality of life.

Residents have access to 17 degree-granting colleges and universities, and Mandarin language and culture is offered in all 28 public school districts. There are 485 institutions of art, culture, and the humanities in the County and 32 unique downtowns and 4,200 restaurants. Residents and visitors enjoy nearly 90,000 acres of parkland, 65 miles of trails, 76 public and private golf courses, and 1,450 lakes, rivers, and streams plus the headwaters of five river systems. Some communities have been named by Money Magazine as among the best places to live in the country.

THE ORGANIZATION

Oakland County has a budget totaling around \$900 million dollars and employs approximately 5,000 employees. The County Board of Commissioners is comprised of 21 districts and, in partnership with the County Executive, ensures that County programs and operations reflect established policy goals and objectives. The current administration has outlined a process to measure the County's performance by instituting Key Performance Indicators (KPIs) that track and measure performance.

Oakland County has been accorded the Award for Distinguished Budget Presentation by the Government Finance Officers Association (GFOA) every year since the award's inception in 1984. Oakland County has also received the GFOA Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR) and the GFOA Popular Annual Financial Reporting Award. The County also fully funds its pension and other post-employment benefit obligations.

Both S&P and Moody's have endorsed the County through a AAA rating. S&P Global stated in their credit opinion that, "Oakland County has an extremely broad, deep tax base that serves as an economic engine for not only Southeast Michigan, but also much of the state. We feel the County is well positioned to operate in a more distressed economic climate, factoring in its very strong management and very strong flexibility."

With a market value of \$162.4 billion, Oakland County's property values remain the highest of all 83 counties in Michigan and represents 16.7% of the state's total value. The average sale price for a home based on the 2020 assessment was \$290,700.

THE POSITION

The Director of the Department of Management & Budget reports to a Deputy County Executive and is responsible for overseeing the department's \$21 million dollar budget and 200 employees across its Administration, Fiscal Services, Equalization, Purchasing, and Reimbursement Divisions. The Director is designated as the Fiscal Officer of the County and is responsible for ensuring that the County operates within a balanced budget and that all financial transactions and financial reporting are completed in



accordance with the accounting and reporting standards set by the Governmental Accounting Standards Board. In addition, the Director:

- » Supervises the preparation and execution of the County's Triennial Budget and maintains expenditure control
- » Oversees all central accounting functions, including payroll and accounts payable/receivable
- » Promotes fiscal responsibility across departments
- » Coordinates with the Internal Audit Division to oversee internal accounting controls and separation of duties
- » Collects monies owed the County not within the jurisdiction of other County departments
- » Oversees the central purchasing function
- » Contracts to provide assessing services to local municipalities and prepares the annual property tax reports, including the Equalization Report and the Local Tax Report
- » Oversees the equalization function
- » Participates in major County initiatives as fiscal advisor
- » Performs long range financial planning
- » Oversees the presentation of the County's financial status to bond rating agencies, department heads, and the Board of Commissioners

Mission:

The Department of Management & Budget strives to maintain the highest standards of fiscal stewardship on behalf of the County Executive, the other elected officials, the employees, and the citizens. This includes the duty to:

- » be proactive in making recommendations to the County Executive,
- » to protect the county's financial resources and assets, and
- » to execute fiscal policy.

Department goals and objectives: <https://www.oakgov.com/mgtbud/about/Pages/Goals-and-Objectives.aspx>



THE IDEAL CANDIDATE

The ideal candidate should be excited about progress and innovation while being able to tactfully engage and motivate staff in change management and culture transition. The individual should be personable and foster a collaborative work environment that continues the Department's traditionally low rate of turnover and high sense of loyalty. It goes without saying that this person must be a highly ethical steward of public funds.

The ideal candidate will also be a goal oriented strategic partner who can effectively communicate with both technical staff as well as laypersons. They should be responsive to others with a positive customer service attitude – teamwork is essential. When challenged, they should remain optimistic, calm, and effective.





EDUCATION & EXPERIENCE

Any combination of education and experience is qualifying, but an ideal candidate will possess a Bachelor's Degree in Public or Business Administration, Accounting, Finance, or a related field and have increasingly responsible experience over their career with at least five years of fiscal management experience as a senior leader in a sizable public organization. A Master's Degree is preferred and CPA and/or CPFO certifications are desirable.

COMPENSATION & BENEFITS

The salary range for this position is **\$140,000 - \$180,000**. Actual salary will be dependent on the qualifications and experience of the successful candidate. The County offers comprehensive benefits that include very affordable health insurance, paid time off, and retirement. Detailed information about benefits can be found here: <https://www.oakgov.com/hr/benefits/Documents/2020%20Summary%20of%20New%20Hire%20Benefits.pdf>



APPLICATION & SELECTION PROCESS

The initial review of resumes will occur on **Monday, October 19, 2020**. To be considered for this opportunity, please submit a cover letter, a resume, and a list of six professional references (will **not** be contacted until a conditional offer is made) via: <https://secure.cpsshr.us/escandidate/JobDetail?ID=1691>

Resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to possess the most relevant qualifications will be invited to participate in an interview with the consultant. Subsequently, the most qualified candidates will be invited to participate in a selection process with the County in November. A selection is expected following the completion of in-depth reference and background checks to be coordinated with the successful candidate.

CPS HR CONSULTING

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