

RECRUITMENT ANNOUNCEMENT

Chief Financial Officer

Salary Range: \$158,532 - \$277,440

The Community

Vancouver is Washington's fourth-largest city. It is located on the north bank of the Columbia River, directly across from Portland, Oregon. Ideally situated, Vancouver is less than 90 miles from the Pacific Coast and bordered by the Cascades to the east. Mount St. Helens and Mt. Hood are under a two-hour drive, and the stunning Columbia River Gorge is just 30 minutes away.

Vancouver is one of the oldest cities in the Northwest. Home to indigenous tribes for millennia before European settlement, it has a rich history predating Washington statehood. Vancouver is home to the Fort Vancouver National Historic Site, which is adjacent to a thriving downtown. Vancouver also has 90 parks, 20 natural areas, and a 20-mile network of trails for everyone to enjoy.

Vancouver combines the excitement of a major metropolitan area, plenty of recreational opportunities, and a welcoming atmosphere. A growing city, Vancouver has an incorporated population of 200,000, a direct service population of nearly 300,000 (utilities and fire/EMS), and an urban growth area population of nearly 400,000.

The city is experiencing sustained, significant growth and urbanization, adding more than 30,000 new residents over the last 10 years. This growth has brought diversity, quickly evolving the community's tapestry of cultures and identity. A language other than English is spoken at home in 20% of households – predominantly Spanish - and there

are 100 languages spoken by students in the Vancouver School District and communities throughout the city. New community-based organizations, cultural events and partnerships are continuously emerging to reflect Vancouver's evolution.

There are multiple large-scale developments planned or underway across the city, such as the Fourth Plain Corridor, where the City is committed to significant public investment in parks, infrastructure and housing; the Vancouver Waterfront; the City-led Heights District redevelopment project; and East Vancouver, including the Vancouver Innovation Center and Columbia Palisades mixed use center. Additional significant district development and redevelopment are occurring or are planned to occur throughout the city.

Vancouver expects to add over 80,000 new residents and 43,000 jobs over the next 20 years. This growth is expected to complete Vancouver's transformation into an urban center and an economic driver for the metropolitan area and the state of Washington. The local economy is anchored by industries such as healthcare and education (with Washington State University – Vancouver and Clark College campuses) as well as the headquarters presence of traded sector businesses such as Banfield Pet Hospital, ZoomInfo, and Papa Murphy's Pizza. High technology and biotech companies such as HP, Inc, SEH America and AbSci call Vancouver home and are a vital part of a vast regional technology cluster that includes Intel, Genentech, and WaferTech.

The Organization

The City of Vancouver operates as a first-class charter city under a Council-Manager form of government. The City Council is comprised of seven members, including the Mayor, all of whom are elected at large. Under the city Charter, the Mayor serves as the presiding officer of the Council and the ceremonial head of the City and members of Council serve as policy makers with no regular administrative duties. The City Council adopts a vision for the community, appoints the City Manager, sets policy direction, and adopts a biennial budget.

The City Manager advises Council on vision and policy, develops a recommended biennial budget, and leads the city organization to carry out policy direction in support of achieving the community vision and policies of the Council.

Vancouver is a full-service city, providing high-quality direct services to incorporated (full service) and unincorporated (sewer, water, fire & EMS) areas. Services are provided by more than 1,300 full-time employees and hundreds of seasonal employees who are committed to providing services aligned with the City's values.

The City has a 2025-2026 general fund of \$561.9 million and a total biennial budget of \$2.2 billion, including a \$481.1 million capital budget. The City is fiscally sound with an AA+ credit rating, carries a very low debt burden, and maintains healthy budget reserves. Vancouver is a leader in innovation and results-oriented services in the region and has become known for transformative approaches to affordable housing, transportation planning, urban redevelopment, addressing homelessness, and evolving community expectations related to policing and public safety.

All members of the city organization are committed to building a city of the future along the Columbia River through a shared commitment to equity, stewardship, resilience, and community safety. In doing so, all employees embrace the practice of the City's organizational values of being collaborative, innovative, compassionate, empowered, and inclusive.



The Department

The Department of Finance and Management Services encompasses a wide range of financial services including the city's Budget, Accounting, Accounts Payable, Accounts Receivable and Treasury. The department is also responsible for debt management and long-range planning, strategic financial planning and coordinating complex financial project activities. The department provides accurate and timely financial information and continuously works to improve financial governance and efficiency. The department safeguards the fiscal health of the city as it grows towards being the second largest city in the state.



The Position

The Chief Financial Officer serves as the primary financial advisor to the City Manager, City Council, Mayor and community on fiscal policies, budget development and strategic financial planning. The CFO reports directly to the City Manager's Office and is a key member of the City Manager's senior management team. The CFO selects, trains, motivates, evaluates and supervises a staff of managerial, professional, technical and clerical staff. As an employee of the City of Vancouver, the CFO is expected to follow and emulate the city's five organizational values: Collaborative, Inclusive, Innovative, Compassionate and Empowered.

Key Responsibilities

STRATEGIC LEADERSHIP AND FINANCIAL STEWARDSHIP

- Provide strategic guidance on financial policy, long-range forecasts, and multi-year planning.
- Advise the City Manager, City Council and Mayor on fiscal issues, emerging trends and organizational impacts.
- Lead the development of the City's biennial operating and capital budget (approximately \$1.9 billion total), ensuring alignment with the City's priorities, service needs, and statutory requirements.

FINANCIAL OPERATIONS AND COMPLIANCE

- Oversee all accounting, financial reporting, and auditing activities to ensure accuracy, efficiency, and internal control integrity.
- Ensure timely preparation of the Annual Comprehensive Financial Report (ACFR) and other mandated documents.
- Maintain compliance with federal, state, and local laws, including Generally Accepted Accounting Principles (GAAP) and GASB standards.
- Oversee investment, treasury, and cash-flow management to safeguard City assets and maximize returns.

BUDGETING AND CAPITAL PLANNING

- Collaborate with departments to analyze operational needs, evaluate service demands and develop fiscally responsible funding strategies.
- Provide clear, accessible presentations and reports supporting budget adoption and public communication.
- Plan and direct the city's debt management program, including structure of special financing and related responsibilities.

DEBT, REVENUE AND RESOURCE MANAGEMENT

- Manage the City's debt portfolio and advise on bond issuance, credit rating strategies and financial risk mitigation.
- Prepare debt strategies and long-term planning documents for city leadership.
- Evaluate revenue options, cost-recovery models, fee structures and long-term sustainability strategies for city funds.
- Lead the development of financial policies related to reserves, capital financing, procurement, accounting, and investment management.

ORGANIZATIONAL LEADERSHIP AND COLLABORATION

- Lead and mentor staff within the Finance and Management Services Department and foster a culture of integrity, customer service, professionalism and continuous improvement.
- Build strong working relationships with city departments to promote partnerships, collaboration, financial literacy and sound decision-making.
- Serve as the City's primary financial liaison to auditors, financial institutions, credit rating agencies and regional partners.



Ideal Candidate

A STRATEGIC PARTNER

- The CFO will understand citywide initiatives, departmental priorities, regional issues and how they influence financial needs. They will ask thoughtful questions, identify opportunities and partner with peers to pursue federal, state and regional funding to maximize City resources. A strong grasp of best practices, an ability to forecast risks and a sophisticated understanding of municipal finance is essential.

A COLLABORATIVE LEADER AND PARTNER

- The CFO comfortably says “no” when necessary, but never reflexively. They help problem-solve rather than protect the status quo. They refrain from value judgments and maintain an objective perspective. They are able to function at a high-altitude and not get bogged down in unnecessary details.

A RELATIONSHIP BUILDER

- The CFO influences without ego or territoriality and navigates relationships with elected officials, department heads, and diverse stakeholders. They provide steady guidance, candid feedback and solution-oriented support.

EMOTIONALLY INTELLIGENT AND RESILIENT

- The CFO responds to questions, scrutiny and challenges with humility, steady composure and a solutions-focused attitude. They support and develop the City organization through transition and growth.

A FUTURE-FOCUSED THINKER

- The CFO has aptitude in multi-year forecasting and strategic budgeting, not just technical accounting. They recognize trends early, plan effectively for near- and long-term organizational growth and change, interpret economic pressures effectively and frame choices for leadership impartially. They strengthen the City’s readiness during economic uncertainty and fluctuating revenues.

ADAPTABLE AND TEAM-CENTERED

- The CFO is flexible and able to shift quickly in a dynamic environment. They thrive in a layered leadership structure alongside the leadership team. They value partnership, transparency and continuous improvement.

SUCCESSION PLANNING

- The CFO will prioritize succession planning through selection and professional development of the next Deputy Finance Director and also through regular staff professional development. They will commit to mentoring emerging leaders and sustaining a positive and collaborative work culture.



Education and Experience

- A bachelor’s degree from an accredited college or university in Public Administration, Public Policy, Accounting, Finance, Business Administration or equivalent.
- Ten years of experience in governmental budget administration, financial administration, or accounting administration; at least three years in a managerial capacity.

Compensation and Benefits

The salary range for this position is **\$158,532 - \$277,440** and the starting salary will be dependent upon experience.

The City offers the following benefits:

- Medical, Vision, Prescription, and Dental Insurance
- Free, virtual coaching and mental health counseling for employees and dependents
- Generous Personal Time Off and Paid Holidays
- Washington State PERS Retirement System (stable and well-funded)
- Deferred Compensation (457 Plan) and 401 Plan with 1% City match
- Other benefits such as life and disability insurance



Application and Selection Process

This position is open until filled. To be considered for this exceptional career opportunity, submit your resume, cover letter, and a list of six work-related references (two supervisors, two direct reports and two colleagues) by the first resume review date of **March 23, 2026**. Resume should reflect years and months of employment, beginning/ending dates as well as size of staff and budgets you have managed.

Please go to our website to submit your application: <https://www.cpshr.us/recruitment/2593>

For additional information about this position please contact:

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Your Trusted HR Advisor For 40 Years

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