



Columbus, Ohio (Franklin County)

DIRECTOR OF FINANCE/TREASURER

Columbus and Franklin County Metropolitan Park District “Metro Parks” is seeking a dynamic leader to lead the finance, accounting, purchasing and technology sections of the largest locally managed park system in Ohio.

Inquiries to Renee Telfer, Human Resources Director, 614.895.6235

Resumes received by **Sunday October 14, 2018** will be given first consideration

Email resumes to telfer@metroparks.net

METROPARKS.NET

Metro Parks is an Equal Opportunities employer



EXECUTIVE PROFILE

Provides the background information and necessary qualifications and experience.

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FRANKLIN COUNTY BACKGROUND

Franklin County, Ohio (population 1.25 million) is home to Ohio's capital city, Columbus.

Metro Parks is what makes the area extraordinary. This creative-minded city offers something for everyone. From top-ranked attractions like Metro Parks, the Columbus Metropolitan Library and the Columbus Zoo to the nationally known science center COSI to its rich art collections in the Columbus Museum of Art to football Saturday at The Ohio State University, this city invites exploration.

Please Note: Identities of candidates for this position are subject to disclosure and release in accordance with the Ohio Open Records Act.





METRO PARKS, MISSION, VISION, VALUES & CONVICTIONS

Mission

To conserve open spaces, while providing places and opportunities that encourage people to discover and experience nature

Vision

Change lives... Naturally

Values

Communication, Integrity, Teamwork, Accountability, Leadership, Respect, Excellence

Core Convictions

We put customers first; We make situations better; We make Central Ohio extraordinary





METRO PARKS' LEVY & FUNDING

Metro Parks' 0.75 mill, 10-year levy expires at the end of 2019. In November 2018, Metro Parks will ask the voters of Franklin County for a replacement levy and an increase of that tax levy by an additional 0.20 mill to constitute a 0.95 mill tax levy.

Levy funds will be used to develop, improve, maintain and operate the park district, Greenway trails and other properties of the park district. Funds will also be used to acquire, develop, improve, maintain and operate new parkland, trails and continue to conserve and preserve natural resources, wildlife habitat, streams and natural areas.

Other sources of income include local government funds, grants, operational fees from rental facilities and golf courses and donations. The total annual budget is approximately \$32 million. Current and past budgets and financial statements can be found at <http://www.metroparks.net/about-us/finance/>

QUICK METRO PARKS FACTS

- 11 million visitors in 2017
- 27,500+ acres in 7 counties of Central Ohio
- 230+ miles of trails
- 19 parks
- 1 golf course and 3 disc golf courses
- Largest dedicated state nature preserve in Ohio in Clear Creek Metro Park with over 5,000 acres
- 4 nature centers, one of which contains a 53-foot living stream that flows through the center's exhibits, stocked with creatures found in Big Darby Creek
- Extensive environmental education programming, with more than 3,600 programs annually
- 123-acre botanical garden and an 1880s historical farm
- 1 drone field
- 6,100 square foot free-standing climbing wall
- 3,200 acres of wetland habitat and 1,800 acres of prairie



Columbus & Franklin County Metro Parks is seeking a Director of Finance/Treasurer who believes in our mission, values and core convictions and who is strategic, flexible, motivated and committed to furthering the delivery of exceptional services to the residents of Franklin County.

Resumes received by **Sunday October 14, 2018** will be given first consideration. Below is a summary of education, experience and desired management style and personal traits. To view the full, detailed job description, including a list of responsibilities, please go to: <https://www.governmentjobs.com/careers/metroparks/classspecs/1254509?page=2&pagetype=classSpecifications>

As a member of the senior leadership team (reporting directly to the Executive Director on daily operations and to the three-person Board of Park Commissioners on investment and other fiscal matters) the Finance Director/Treasurer performs professional work directing all activities of the Finance Department, including budgeting, accounting, purchasing, payroll and information technology. Shares and coordinates responsibility for financial planning, capital and operating budgeting and reporting on all fund balances, revenues generated, receipts, disbursements, monthly financial reports, debt management, procurement management and other financial reports as required. Performs special projects and related duties as required.

The anticipated salary is \$90,000+ and is negotiable, plus an attractive benefits and retirement package.





MANAGEMENT STYLE/PERSONAL TRAITS

- Has a passion for Metro Parks’ mission, vision, values and convictions.
- Conducts all park business with integrity and transparency and also holds others accountable in doing so.
- Possesses an open, friendly style, dealing with all individuals in a professional, fair, straightforward and responsive manner.
- Possesses strong strategic planning skills with the ability and willingness to tap into emerging trends and utilize innovative methods to bring them to Metro Parks.
- Provides prompt, thorough and fully responsive implementation and follow through on policy development, decision and direction.
- Leads and motivates by personal example, encouraging and requiring high standards of performance, productivity and ethical conduct from staff.
- Has a management style that includes delegation of responsibility and authority while holding staff accountable for the achievement of goals and objectives.
- Promotes a customer service approach by employees.
- Exercises a high degree of initiative, judgment, discretion and decision making to achieve objectives.
- Has a high tolerance and strong ability for navigating through ambiguity, conflicting information and deflective reasoning.

EDUCATION/EXPERIENCE

- Demonstrated experience in budget preparation, accounting, technical report writing, process improvement, research and development, technology and software expertise and complex problem solving/decision making. Public sector financial experience preferred.
- A Bachelor's Degree in accounting, finance, public administration or other business-related discipline, with a Certified Public Accountant licensure desired.
- Demonstrated experience as a strong manager with proven success in operating a sound fiscal program, experienced in the ability to forecast operational needs, establish and manage organizational-wide budgets, including operational, capital improvement and enterprise funds.
- Ability to oversee the development, design and implementation of new applications and change to existing financial and IT systems and software packages.
- Must be a highly adaptable administrator who can interact openly and work effectively with others, calling for timely and impartial administrative responsiveness in a demanding environment.
- Must be completely comfortable interacting with the media and possess the ability to convey Metro Parks' message in an understandable and coherent manner.
- A proven record of supervisory experience, achievement and strong demonstrations of teamwork that motivates and builds high morale within a work program is required.
- Strong interpersonal, communication, presentation and organizational skills.
- Demonstrated leadership skills with a proven record of innovative thinking.
- Demonstrated experience in evaluating departmental operations, with a desire to create, maintain and enhance a highly responsive, productive, high-morale staff and workforce.
- Experience with implementing and maintaining internal controls and generally accepted accounting procedures.
- Understanding of pertinent laws and processes and how to effectively navigate and comply with them.
- Possession of a valid Ohio Driver's license and ability to be insured by Metro Parks' insurance carrier.