

### Class Concept

Positions in this class perform oversight and management for the coordination, supervision, and review of one or more financial systems and their corresponding programs within state and/or local government.

Positions may lead or manage a team or unit with the development of financial plans. This position may have direct and/or indirect reports. The work may include: interpreting fiscal rules and regulations to internal and external audiences, development of communication and training materials to assist all audiences understanding of new standards, development and communication of moderately complex fiscal/programmatic information to multiple parties, the review and approval of written financial reports of moderate complexity, research and analyze strategic choices and make recommendations to achieve goals and objectives of the agency. This position may assume some budget-monitoring activities and ensure accountability. Work is performed under the general supervision of the agency or division head or higher level administrative official and is evaluated for overall program effectiveness.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Considerable knowledge of professional fiscal theory, technique, practices and procedures.
- Considerable knowledge of generally accepted accounting principles and knowledge of local, state and federal regulations and statutes governing the area of work.
- Considerable knowledge of supervisory practices and skills in supervising others including: communication skills, how to delegate and assign duties, how to deal effectively with difficult employees, how to evaluate performance and to participate in disciplinary actions.
- Considerable knowledge of strategic planning methodologies and practices.
- Ability to address quality monitoring and performance improvement issues for the program or area of responsibility.
- Ability to recommend solutions and options and to alert leadership to impact on program.
- Ability to recommend modifications to program policy and procedures to minimize risk.
- Ability to lead a transition from old to new programs at the unit level.
- Ability to develop contacts and relationships with interested parties in order to achieve division/organizational goals.

#### Minimum Education and Experience

Bachelor's degree in accounting, business administration, economics, finance, management or related discipline from an accredited institution with six years of directly-related experience and at least one year of supervisory experience or an equivalent combination of education and experience.