

### Class Concept

Positions in this class regularly 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. This position leads, manages and advises the development of financial plans. This position will have multiple 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 assumes budget-monitoring activities to 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

- Thorough knowledge of professional fiscal theory, technique, practices and procedures.
- Thorough knowledge of generally accepted accounting principles and knowledge of local, state and federal regulations and statutes governing the area of work.
- Thorough 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.
- Thorough 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 ensure implementation of solutions and options and to alert leadership to impact on program.
- Ability to ensure implementation of program policy and procedures changes.
- Ability to serve as a technical resource in developing response to the media.
- Ability to develop and maintain professional working relationships in complex and/or difficult situation in order to achieve division/organizational goals.
- Ability to ensure the fiscal rules and regulations are interpreted correctly for internally and externally of the organization.
- Ability to identify and address quality monitoring and performance improvement issues for fiscal services for the program or area of responsibility for multiple units or regions.

#### 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 three years of supervisory experience or an equivalent combination of education and experience.