



**THE CITY OF
FORT LAUDERDALE, FLORIDA**

invites your interest in the position of

DIRECTOR of FINANCE

THE COMMUNITY

Home to over 182,595 residents, Fort Lauderdale is located on the Atlantic Coast of Broward County, 28 miles north of Miami. Fort Lauderdale has a total area of 38.6 square miles, 34.7 square miles of which is land and 3.8 square miles of which is water. Fort Lauderdale is known for its extensive network of canals; there are 165 miles of waterways within the city limits.

Fort Lauderdale is a city on Florida's southeastern coast, known for its beaches and boating canals. The Strip is a promenade running along oceanside highway A1A. It's lined with upscale outdoor restaurants, bars, boutiques and luxury hotels.

Downtown Fort Lauderdale has had a building boom since roughly 2003. Recent development reflects trends of New Urbanism downtown, and mansionization of waterfront property, sometimes creating pressures on Historic Districts and historic sites. New mixed-use development projects have recently been constructed, and more are planned, in the areas immediately north and south of Atlantic Avenue.

With three international airports within an hour's drive, two Interstate 95 highway exchanges, and nearby access to rail and ports, Fort Lauderdale has resources in place to help existing businesses expand into international trade markets and compete on a global scale

Fort Lauderdale is named after a series of forts built by the United States during Second Seminole War. The forts took their name from Major William Lauderdale, younger brother of Lieutenant Colonel James Lauderdale. William Lauderdale was the commander of the detachment of soldiers who built the first fort. Development of the city did not begin until 50 years after the forts were abandoned at the end of the conflict.

Fort Lauderdale's first major development began in the 1920s, during the Florida Land Boom. The 1926 Miami Hurricane and the Great Depression of the 1930s caused a great deal of economic dislocation.

When World War II began, Fort Lauderdale became a major U.S. base, with a Naval Air Station to train pilots, radar operators, and fire control operators. A Coast Guard base at Port Everglades was also established.

Learn more by visiting the official site of the City of Fort Lauderdale, Florida.

www.FortLauderdale.gov

THE ORGANIZATION AND THE FINANCE DEPARTMENT

Fort Lauderdale is a full-service city operating under a City Commission-City Manager form of government. Appointed by the City Commission, the City Manager is the chief administrative officer of the City, responsible for the administration of all City affairs and appoints all administrative officers. The guiding principles of the City are multi-year integrated planning and budgeting process, grow and diversify the revenue base, implement level of service and scheduled repairs and replacement of infrastructure, focus on and invest in high value assets/programs and align the organization and staffing to approved objectives and level of service.

The Fiscal year 2019-20 Annual Operating Budgets total \$833 Million, supplemented with Capital Improvement Plan funds over the next five years estimated at approximately \$1Billion. General Fund Revenues total approximately \$374 Million.

Including the Director of Finance, the Finance Department consists of 73 total employees. The Finance Department has an operating budget of \$10 Million for fiscal year 2019-20.

THE POSITION

The Director of Finance is appointed by and works under the administrative direction of the Deputy City Manager. He/She plans, directs, and coordinates the activities relating to accounting, investments, fiscal reporting, debt management, treasury functions including cash management, utility billing and budget.

The essential duties and responsibilities of the Director of Finance include but are not limited to the following:

- Manages the work of assigned personnel; delegates and reviews work assignments; hires, trains, and evaluates personnel
- Prepares standard operating procedures for department divisions; performs strategic planning for overall improvement of department services; evaluates service areas for deficiencies, formulates solutions, and develops action plans
- Designs, administers, and manages Capital Projects; participates in the development and administration of the department's annual budget; participates in forecasting funds required for staffing, equipment, materials, and supplies; prepares and justifies budget estimates; controls expenditures
- Prepares and makes presentations at Commission Meetings; prepares periodic, routine, and special reports relating to the operation of the organization
- Interacts and coordinates with all divisions and other Departments in the City
- Serves on boards, commissions, or committees; prepares and makes presentations at Commission Meetings
- Reviews and makes recommendations to executive management for improvement of the organization's policies, procedures, and practices on personnel matters
- Maintains responsibility for organization compliance with federal, state, and local legislation pertaining to all personnel matters
- Performs related work as required
- Prepare special reports, analysis and management studies.
- Fosters positive employee relations and employee morale on a City-wide basis.

THE IDEAL CANDIDATE

The ideal candidate maintains a high degree of enthusiasm, self-reliance, and self-starting approach to achieve and maintain higher levels of performance, and

- Leads by example to inspire employee commitment and motivation to ensure that Community Builders (employees) and neighbors (customers) experience the highest level of service and satisfaction.
- Demonstrates a commitment to quality, takes pride in work, and strives to deliver the best possible results.
- Takes personal responsibility for outcomes.
- Upholds the City's Quality Management System (QMS) through provision of consistent quality services that meet the needs and expectations of neighbors (customers) and other interested parties.
- Aims to enhance neighbor satisfaction with city services by looking for opportunities to improve performance, generating ideas for improving processes, and thoroughly reviews work.
- Resilience, determination and innovation are all qualities essential for success.
- Works effectively with others to achieve business goals and objectives. Takes steps to promote cohesiveness, collaboration and synergy with associates throughout the organization. Bridges personal, business and cultural differences to work effectively in team settings.
- Applies or creates new constructs, models, theories, or frameworks that explain and gives meaning to business, commercial, scientific problems, events or situations.
- Looks into the future to consider the needs of the organization and thinks about how present policies, processes and methods might be progressively affected by future developments and trends.

THE SUCCESSFUL CANDIDATE

The successful candidate will possess a Bachelor's Degree in Finance, Accounting, or related field. Nine (9) plus years of progressively responsible professional/managerial level experience in facilitating a Finance Department within a municipality. Previous supervisory experience required. Additional qualifying experience or completion of coursework at an accredited college or university in a job-related field, may substitute on a year-for-year basis for one year of the required experience or education.

Must be able to be bonded; CGFP, CPFO or certification as a Public Accountant preferred.

In evaluating applicants for the new Director of Finance, the City will be looking for candidates who have knowledge of implementation and understanding of current governmental enterprise resource planning. The new Director of Finance will be expected to maintain expertise regarding governmental business, legal and accounting standards in addition to knowledge of up-to-date Federal, State, County and City regulations, policies and procedures. He/She will have an up-beat, enthusiastic, and driven outlook about this position with a strong service attitude to the City of Fort Lauderdale.

COMPENSATION AND BENEFITS

The salary range for the Director of Finance position is \$114,898 to \$195,346 and depending on qualifications and experience, the starting salary for the position is expected to be in the range of

\$114,898 - \$195,346

Employee benefits are competitive, generous and include:

- Medical and Life Insurance.
- Dental and vision plans.
- Retirement plan options.
- Generous Sick and Vacation Annual Leave.
- And More.

HOW TO APPLY

For additional information on this outstanding opportunity, please contact Dona Higginbotham, Senior Vice President, The Mercer Group, Inc. at, WDHiggin@mercergroupinc.com

Qualified candidates are encouraged to send a letter of interest and resume electronically by the close of business on October 25, 2019:

**Dona Higginbotham
The Mercer Group Inc. Florida
Daytona Beach Shores, FL
Email - WDHiggin@mercergroupinc.com
DHHiggin@att.net**

Resumes are subject to the provisions of Florida Public Records Statutes

The City of Fort Lauderdale is an Equal Opportunity Employer. The City of Fort Lauderdale does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, political ideas, or disability in employment or in the provision of services.



The Mercer Group, Inc.

Consultants To Management