



Washington State Employment
Security Department

CHIEF FINANCIAL OFFICER

Job Announcement

Here's your opportunity to be a key part of how we live our vision and BUILD the nation's best and most future ready workforce – starting right at ESD!

Why bring your talent to ESD?

At ESD we value Collaboration, Diversity, Equity, Inclusion, Innovation, and Integrity, Investing in our people and Service with kindness. We have a flexible work environment that respects your work/life balance, ensures your voice matters, and values a diverse workforce dedicated to the Power to Help when people need it most.

Here at the Employment Security Department (ESD), we believe in the Power to Help when people need it most. We provide economic security to the people of Washington every day and in every corner of the state. We help people find jobs, bridge gaps in employment and soon we'll be providing paid family medical leave.

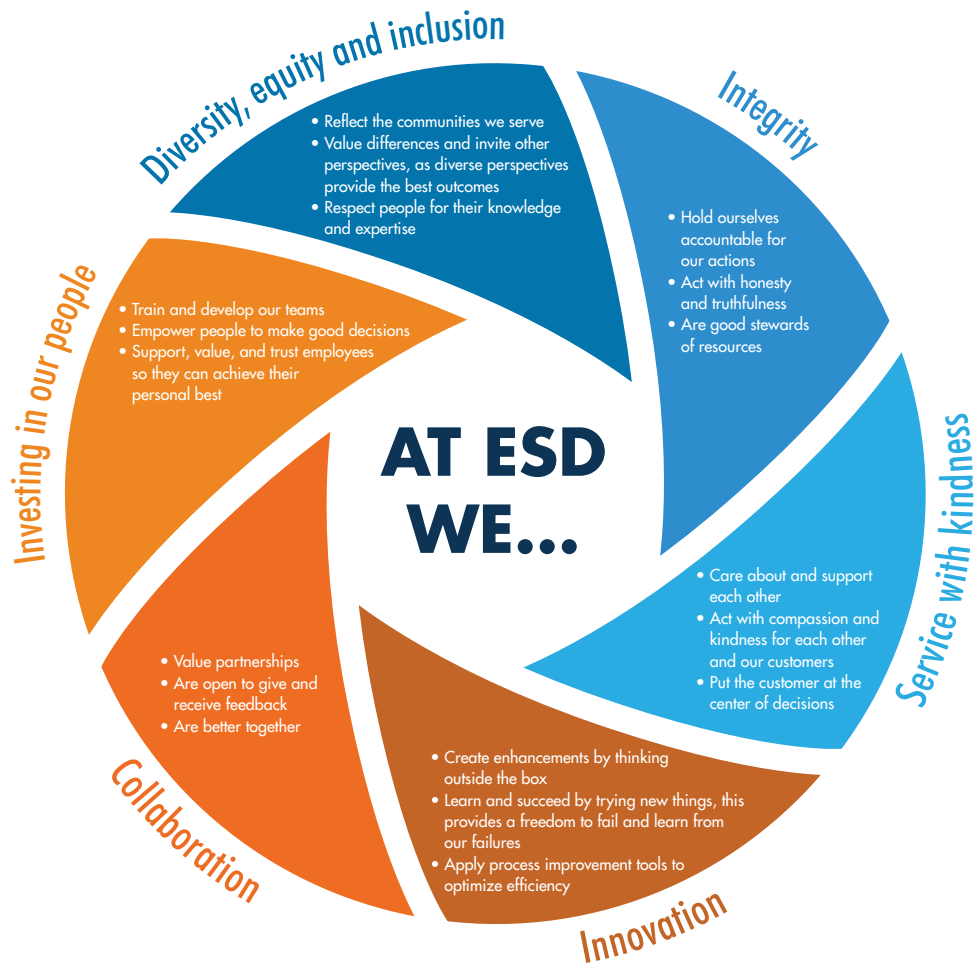


KARRAS
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About the Agency

The Employment Security Department (ESD), employing approximately 1,700 people, helps workers and employers across the state succeed in a global economy by delivering superior employment services, timely benefits and a fair and stable unemployment insurance system. Employment Security is headquartered in Olympia on the capitol campus and its mission is to provide Washington State communities with inclusive workforce solutions that promote economic resilience and prosperity.



Our values, our lens: Our values drive every decision that we make, determine how we interact with others and are at the core of who we are.



**Employment
Security
Department**
WASHINGTON STATE



About the Position

The Chief Financial Officer (CFO) is the highest level financial position within the department and is responsible for its overall financial health. The CFO oversees a staff of 64 FTEs and the department's annual and biennial operating budget of approximately \$700 million and the financial integrity of the \$4.7 billion Unemployment Insurance Trust Fund.

The position develops fiscal strategies and ensures financial viability and integrity in support of the department's mission and objectives. The position develops, interprets and implements agency fiscal policies, procedures and processes to include guidelines on budget development, fiscal impacts of proposed legislation, revenue allocations, FTE allocations, contracting, procurement, and long range strategic planning for financial matters. This position also provides oversight to ensure compliance with federal funding requirements. The chief financial officer implements centralized, enterprise-wide financial solutions to include operational processes, procedures, and internal

controls. The position manages and directs the work of professional financial services staff. The focus of this position is the strategic management of the department's financial activities.

The CFO is a member of the department's executive leadership team. Responsibility and accountability for the position is at the strategic level. The reliable operation of the ESD's financial activities and the financial viability of the department are critical components in supporting the ESD's programs, and accomplishing the mission of the department. The Chief Financial Officer also implements centralized internal and enterprise-wide technology financial solutions.



Key priorities for the CFO:

- Monitor the department's financial position to ensure adequate cash and fund balance exists to support the agency operations;
- Oversee contracting, procurement, and asset management;
- Develop and implement assigned policies for the agency;
- Create and maintain a strong fiscal internal control environment within the department;
- Direct the development of the department's biennial operating and capital budget;
- Manage department costs and the impacts of operational and fixed costs decisions;
- Ensure timely payment and receipt of department funds through responsible management of expenditure and billing processes;
- Protect department credibility by ensuring timely and accurate budget and financial data for department and divisional operations;
- Establish and maintain productive relationships with members of the department's authorizing environment on financial issues;
- Represent the department to the Office of Financial Management, State Legislative Budget Committees and staff, and other governmental and non-governmental entities;
- Lead the department's development of legislative fiscal notes and fiscal analysis;
- Manage banking relationships required to maintain the Unemployment Trust Fund Act by serving as the department's signatory for authorization of Federal awards and agreements;
- Oversee federal grant performance, reporting and financial compliance;
- Oversee department reporting to the state Comprehensive Annual Financial Report (CAFR);
- Ensure department records are properly closed at the end of each fiscal period;
- Hire, train and support a workforce with the appropriate mix of business acumen, technical skill and knowledge to achieve division and agency outcomes.



The Ideal Candidate

For this important role Employment Security seeks a creative, passionate leader who brings to life the values and culture of the organization. We are seeking a credible, unifying leader who is deeply committed to the success of the organization and is a strategic big-picture thinker. Candidates should bring strengths in both external relations and internal management with an ability to balance the two.

Desirable Qualifications

Successful candidates will have a bachelor's degree in finance, accounting, business, or related field and a least five years increasingly responsible financial management experience in a large, complex and represented organization.

The preferred candidate will have experience and demonstrated success in the following areas:

- Vision and strategic leadership.
- Experience administering a large and complex operating and capital budget.
- Extensive knowledge of the state and federal budgeting process.
- Strategic leadership and planning skills in a large, multi-service organization.
- Proven track record of creating a culture that invests in people, promotes diversity, equity and inclusion, relies on kindness and courage, values collaboration and partnership and holds people accountable to the highest levels of integrity.
- Advanced knowledge, skills and experience in the application of budget and resource allocation and principles.
- Excellent communication and active listening skills.
- A track record of insuring that the organizational culture and behavior keeps the needs of the internal and external customers as the primary objective.
- Ability to mentor, coach and direct the work of staff.
- Cultural competency that enables effective working relationships in cross-cultural situations.
- Experience managing a workforce represented by labor.
- Successful planning and implementation of change management strategies.
- Collaboration and partnership building skills.
- Politically astute.
- Transparent, honest and accessible.
- Creative problem solver, bringing fresh ideas, a progressive approach and new energy.

APPLICATION PROCESS

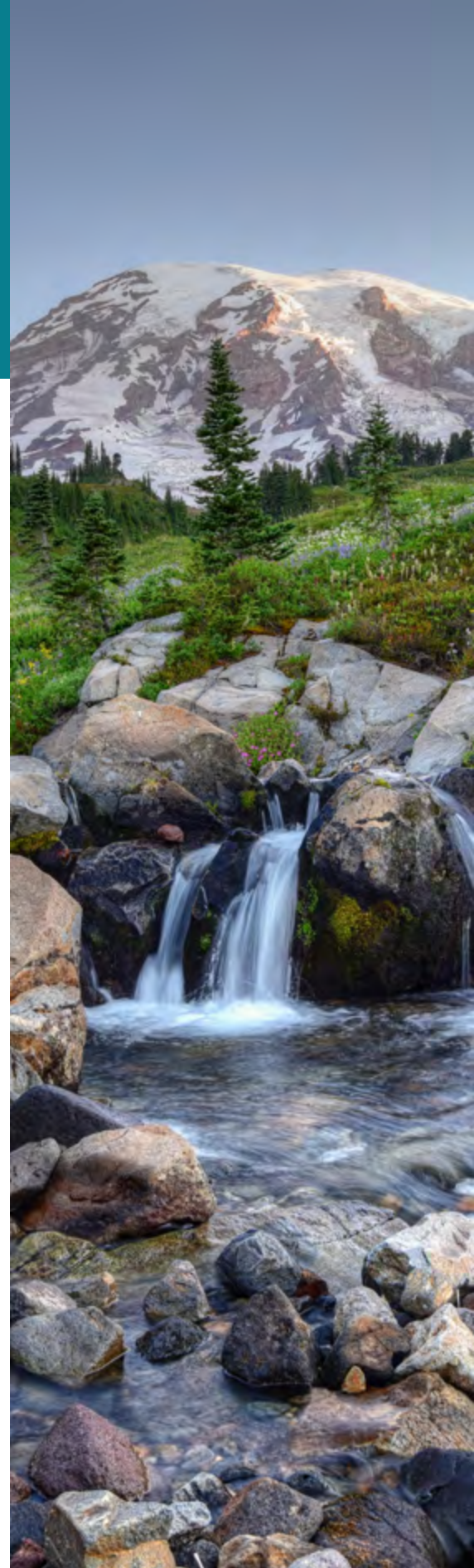
Persons interested in this position must submit a cover letter and a current resume detailing size and scope of leadership and management experience.

If you have questions regarding this announcement, please call Marissa Karras at (360) 956-1336. The position will remain open until filled; however, the screening process will move quickly.

Please submit your application materials as soon as possible but no later than August 12th, 2019 by visiting www.karrasconsulting.net and clicking on “view open positions.”

The maximum annual salary for this job is \$144K. The starting salary for this job may be less than the maximum amount.

The State of Washington is an equal opportunity employer and is strongly committed to enhancing the diversity of its workforce. We will provide assistance in the recruitment, application and selection process to applicants with disabilities who request such assistance.



Live and Work in a Great State

Washington State offers a total work/life package of pay, benefits, flexibility and workplace opportunities to help you get the most out of your career and out of life. Washington State is a great place to work, play, and be a part of a community. Washington offers a quality of life that is unsurpassed. From the high-energy urban center of Seattle, one of the nation's top-ranked cities, to the more relaxed pace of our rural communities, Washington's distinctive Northwest lifestyle blends a progressive, creative culture with a casual nature.

The position is located in Olympia, the Capital City of Washington State. Olympia is a vibrant city with a small-town feel conveniently situated between two major cities, Seattle and Portland. Mount Rainier and the rugged Cascade Mountains provide majestic scenery, while Washington's Pacific Coast is just an hour's drive to the west. Olympia enjoys the benefits of an engaged and educated community and a well-supported school system.

