



About Spokane Transit

Organized in 1980 and launching service in 1981, the Spokane Transit Authority (STA) is a municipal corporation that provides public transportation services, including fixed route, Rideshare, and Paratransit services to areas within the Spokane County Public Transportation Benefit Area (PTBA). The PTBA comprises the cities of Airway Heights, Cheney, Liberty Lake, Medical Lake, Millwood, Spokane and Spokane Valley, as well as portions of unincorporated Spokane County.

The Spokane PTBA encompasses an area of approximately 248 square miles and includes approximately 475,000 residents, nearly 85% of the total population of Spokane County. Spokane Transit provides safe, accessible, convenient, and efficient public transportation services to the region's neighborhoods, businesses, and activity centers.



VISION

Connecting everyone to opportunity.

MISSION

We provide safe, inclusive, convenient, and efficient public transportation services to Spokane area communities. We are leaders in transportation and a valued partner in the region's social fabric, economic infrastructure, and quality of life.

GOALS

- Elevate the customer experience
- Lead and collaborate with community partners to enhance the quality of life in our region
- Strengthen our capacity to anticipate and respond to the demands of our region

About the Position

The CFO reports to the CEO and is a key member of the executive leadership team responsible for the management and oversight of STA's financial stability and sustainability as well as strategic efforts, partnering across all departments to ensure fiscal responsibility, transparency, and compliance with regulations. The CFO also directs the management and general operations of Financial Services, Purchasing and Contracting, Records Management, Risk Management, and all other financial functions of the organization in a manner that supports the agency's vision, mission, and organizational priorities.

As the primary financial advisor to the CEO and external stakeholders regarding all Spokane Transit financial resources, the CFO is directly responsible for the agency's operating and capital budgeting, and is accountable for: compliance with federal and statewide financial regulations, fulfillment of federal and statewide financial reporting requirements, and performing enterprise-wide budget and financial service activities for the department.



*Other responsibilities include:***Financial Strategy, Planning and Analysis:**

- Develop and implement financial strategies aligned with the agency's mission and goals.
- Create long-term financial plans, including budgeting, forecasting, and capital investment, including the preparation and administration of the six-year Transit Development Plan capital program and financial forecast.

Financial Operations and Policies:

- Develop and maintain financial policies and procedures.
- Implement internal controls to safeguard assets and prevent fraud.
- Ensure the operation and maintenance of the Tyler Munis enterprise resource system are carried out effectively and efficiently.
- Oversee financial reporting, ensuring accuracy and compliance with Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB) and other relevant standards.

Budget Development and Financial Administration:

- Lead the annual budgeting process, collaborating with department heads to allocate resources effectively.
- Monitor budget performance, identify variances, and recommend adjustments as needed.
- Prepare financial reports for the executive team, board of directors and other stakeholders.

Purchasing and Contracting:

- Oversees the purchasing and contracting process to ensure maximum value, manage risk, and drive efficiency across the agency.
- Ensures compliance with STA, local, state, and federal procurement/purchasing requirements, including the DBE program.

Records Management:

- Ensures that the agency complies with relevant laws and regulations regarding recordkeeping.

Risk Management and Insurance:

- Deals with insurance related issues, including applications for self-insurance programs and other coverages.

Leadership and Team Management:

- As a key member of the executive leadership team, the CFO must actively contribute to a unified and strategically aligned leadership group. This role requires a commitment to collective decision-making, shared accountability, and transparent communication across departments. Success in this position is not just measured by individual financial leadership, but by the ability to work in close partnership with fellow executives to set a cohesive vision for the agency. The CFO must exemplify trust, collaboration, and a team-first approach to drive STA's success.
- Foster a collaborative and inclusive work environment, promoting quality and customer service across internal and external customer base.

The Ideal Candidate

Spokane Transit is seeking a proactive and collaborative leader with an inclusive style and action orientation. The successful candidate will possess a demonstrated ability to effectively articulate and implement strategic plans. Candidates should have a proven record of success as a senior financial leader in a complex organization.



Core-Competencies

Sound Fiscal Management: Knowledge of principles and practices of public sector accounting, auditing and financial reporting standards. Understanding of current and emerging federal and state laws, policies, regulations, methods and procedures with regard to governmental accounting, budgeting and purchasing principles, theories and concepts.

Inspiring and Courageous Leadership: Ability to inspire, persuade, engage, speak straightforwardly about complex financial issues, make tough decisions and take difficult actions. Display balanced thinking that combines analysis, wisdom, experience and perspective. Produce data-driven decisions that withstand the “test of time”.

Build a Talented, Effective Team: Hire, mentor, develop, retain, and manage a diverse staff. Assemble and reinforce a cohesive, dedicated,

highly effective inter-disciplinary team. Ability to lead a team through change processes.

Business and Management Acumen: Ability to strategically manage human, financial and information resources. Streamline and remove processes that do not bring value. Measure success based on data and results. Set high standards of performance, using accountability measures and benchmarks to track progress.

Partnering: Build alliances and collaborate across boundaries to create strategic relationships. Inspire action without relying solely on authority. Perceive the complexity of situations quickly.

Values: High level of integrity, ethics, transparency and responsiveness. Ability to model agency core values.



Desirable Qualifications

A Bachelor's degree in Business, Finance, Accounting, Public Administration, or related field and seven years professional experience in budget development and implementation, financial management, accounting, business administration, or related field and minimum of five years of management experience. An advanced degree is a plus.

Significant prior experience interpreting and implementing policies and procedures, managing large budgets and ensuring compliance with applicable laws and regulations. Knowledge of the Federal Transportation Agency and Department of Transportation procurement methodology is a plus.

APPLICATION PROCESS

Persons interested in this job must submit a cover letter and current resume by visiting www.karrasconsulting.net and clicking on “view open positions.” Resumes should indicate the size of staff and budgets managed.

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. In order to be considered for the first round of interviews please submit your application materials as soon as possible but no later than April 25, 2025.

Compensation

Spokane Transit is committed to internal and market equity. The salary range for this position is \$151K - \$202K annually. Salary is determined based on internal and market equity, internal and market data/salary ranges, and the applicant’s job-related knowledge, skills, and experience.

Spokane Transit prides itself on a very robust benefits program that reflects care for employees. This includes generous medical, dental, vision, and life insurance benefits; public pension; and voluntary deferred compensation.

Spokane Transit is an equal opportunity employer. All qualified applicants are considered in accordance with applicable laws prohibiting discrimination on the basis of race, religion, color, gender, age, national origin, sexual orientation, physical or mental disability, marital status, or veteran status or any other legally protected status.

