



Chief Financial Officer





SMART: WHO WE ARE

Sonoma-Marín Area Rail Transit (SMART) is the Bay Area's newest passenger rail service providing a safe, reliable and congestion-free transportation option for Marin and Sonoma counties. The current 45-mile system includes stations in the Sonoma County Airport area, Santa Rosa, Rohnert Park, Cotati, Petaluma, Novato, San Rafael, and Larkspur. SMART's system also includes a bicycle and pedestrian pathway along the rail corridor. SMART's rail service includes a Windsor extension, which is slated to open by the end of 2021. Future extensions are planned for Healdsburg and Cloverdale. The full project will provide 70 miles of passenger rail service, connecting SMART passengers with jobs, education centers, retail hubs and housing along the Sonoma-Marín corridor, and a bicycle-pedestrian pathway.

Key Strategic Duties Include:

- Successfully manage all aspects of finances for the District including but not limited to:
 - Accounting and payroll systems, including accounting procedures and internal controls.
 - Annual budget preparation and comprehensive financial reporting.
 - Strategic capital and financial planning in conjunction with the General Manager and Board of Directors.

- Oversee risk management and other organizational needs as directed by the General Manager.
- Manage cash flows, investments, banking and debt; including beneficial refinancing opportunities.
- Ensure that capital project control systems provide accurate and timely fiscal data required for project implementation and management.
- Oversee Grant Administration and develop policies and procedures to ensure compliance with applicable government codes.



CHIEF FINANCIAL OFFICER

As the leader of the District's Finance Department, the Chief Financial Officer plays a crucial role in developing and implementing a first-class public transportation system in the Northern San Francisco Bay Area. This is an at-will, executive management level position, reporting to the General Manager. The Chief Financial Officer is responsible for providing direct assistance to the General Manager and Board of Directors in strategic financial planning and management of the District's revenues, accounting and grant programs to deliver quality transportation alternatives to the residents of Marin and Sonoma Counties. The position will:

- Provide overall leadership to the District in formulating and achieving financial plans to support the agency's current operations and future expansions.
- Support the General Manager by providing accurate financial data and reporting and preparing/presenting Board agenda items related to budgets, contracts, policy and procedural development and administrative matters.
- Cultivate an external presence in the community by representing SMART in its relationships with elected officials, public agencies, the business community, civic organizations and the public.
- Assist the General Manager and the Board in managing existing revenues while also attracting new funding sources, such as public-private partnerships and grant opportunities.

THE IDEAL CANDIDATE

SMART is seeking an exceptional Finance professional with a proven track record of success in government accounting and financial management to serve as its Chief Financial Officer. The ideal candidate will be a confident and collaborative leader with good judgment, a strong professional presence and an inspiring demeanor who can develop and sustain a highly functional team. This candidate will require capability in government finance and financial planning to maintain a fiscally responsible organization, be committed to diversity and possess excellent oral and written communication skills. The candidate will have:

- A passion for public service.
- Extensive knowledge of the principles and practices of Government Accounting.
- Demonstrated success directing and managing finance and payroll staff.
- Experience with capital projects financial management, including managing multiple funding sources and the issuance of debt.
- Sensitivity to the interests of a wide range of stakeholder groups, strategic partners, elected officials, regulatory agencies and administrative colleagues.
- Organizational and fiscal management skills noted for transparency and accuracy.
- Direct experience managing audits, preparing annual financial reports, and writing and producing other publicly available reports.
- Knowledge of State and Federal grant management.



EDUCATION AND EXPERIENCE

Any combination of education and experience that is equivalent to the following minimum qualifications:

Education: Equivalent to graduation from a four-year college or university with a degree in public administration, finance, accounting, or a related field. Master's degree desirable.

Experience: Ten (10) years of increasingly responsible professional finance and accounting experience with public agency/public works experience preferred.

COMPENSATION AND BENEFITS

The annual salary for this position is \$225,930 - \$274,643 depending on experience and qualifications. The District also offers a competitive benefits package including medical, dental, vision, life and long term disability insurance, deferred compensation, flexible spending accounts and participation in the California Public Employees Retirement System. The retirement formula for new CalPERS members is 2% at 62. Employees currently contribute 6.75% of pre-tax wages.

APPLICATION PROCESS

To be considered, please submit your resume and cover letter to Human Resources Manager, lhansley@sonomamarintrain.org or visit SMART's website to complete an application: <https://secure2.saashr.com/ta/i.SMART.careers?CareersSearch>

The position is open until filled.

For additional information or questions, please contact Lisa Hansley, Human Resources Manager at

(707) 794-3039

lhansley@sonomamarintrain.org

To learn more about SMART visit us online at

www.sonomamarintrain.org.

The Sonoma-Marín Area Rail Transit District 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, veteran status or any other legally protected status.

