

## JOB ANNOUNCEMENT:



**Director, Technical Services Center**  
**Government Finance Officers Association**  
203 N. LaSalle Street, Suite 2700  
Chicago, IL 60601  
**Location: Chicago, IL**



To apply:  
<http://www.govhrusa.com/current-positions/recruitment>  
**APPLY ASAP! First Resume Review:  
August 20, 2017**

GFOA seeks a proven leader, expert in governmental finance (with demonstrated specialized knowledge in governmental accounting, auditing, and financial reporting), and advocate for state and local governments to fill its position as **Director, Technical Services Center**. The Director position is a key component of GFOA's Leadership Team and is involved in setting policy, developing GFOA products and services, and working to achieve the organization's mission and goals.

### Summary Position Description:

- Lead staff of 20+ in GFOA's Technical Services Center
- Provide guidance and leadership to state and local governments across the United States and Canada
- Help define best practices and develop advisories to guide policy and practices in governmental accounting, auditing, and financial reporting by staffing the GFOA Committee on Accounting, Auditing, and Financial Reporting
- Contribute to GFOA training and publications, including *Government Accounting, Auditing, and Financial Reporting* (the "Blue Book"), the *GAAFR Review* newsletter, the "GFOA Annual Governmental GAAP Update" live-streaming event, and "The Accounting and Auditing Year in Review" session at the GFOA Annual Conference
- Oversee GFOA products and services related to accounting, auditing, and financial reporting, including training, the annual conference program, publications, newsletters, web resources, award programs, and other content
- Advocate for state and local government by monitoring the GASB's technical activities and keeping GFOA members and other interested parties informed of current and pending developments
- Help improve governments and the communities they serve in the United States and Canada by serving GFOA members and working to create more sustainable, resilient, and well-managed governments



## About GFOA

Founded in 1906, GFOA's mission is to promote excellence in state and local government financial management. Currently, the organization has more than 19,100 members representing over 8,200 government organizations including cities, counties, school districts and other special districts, retirement systems, states and state agencies, and the federal government. Members look to GFOA as a leader in providing guidance on best practices, technical resources, publications, and professional development and networking opportunities, and as an advocate within the public finance profession.

GFOA currently employs approximately 55 employees in its Chicago, Illinois, office, and three employees in its Washington, D.C. office. The organization is governed by an 18 member executive board elected by GFOA's membership. The executive board appoints an executive director/CEO to manage the association.

GFOA's leadership team comprises the executive director/CEO and five center directors who oversee all services, programs, and operations. All center directors report directly to the executive director/CEO.

GFOA Centers:

- Finance and Administration
- Federal Liaison
- Operations and Marketing
- Research and Consulting
- Technical Services

### GFOA Mission:

***The purpose of the Government Finance Officers Association is to promote excellence in state and local government financial management.***

To accomplish its mission, GFOA serves three interconnected stakeholders and works to meet the needs of each. GFOA provides services for:

- 1) **Governments** – GFOA serves state/provincial and local governments to help improve their policies, procedures, practices, and results for the public.
- 2) **The Public Finance Field** – GFOA serves the public finance field by developing policy, procedures, and practice guidance; helping recruit and develop new practitioners; and providing leadership on key public finance issues.
- 3) **Professional Members** – GFOA serves individual members by providing training and networking opportunities, and ongoing communications about GFOA resources, current events, and relevant topics.

### GFOA Strategic Roles

Since 1906, GFOA has been the association that public finance practitioners and their organizations have turned to for trusted information and guidance on challenging issues. As GFOA continues to grow and evolve, it will continue to play an important role as it helps governments, members, and the public finance field face the challenges of today and the future. GFOA's strategic plan identifies four major roles and 10 priority areas of focus for the organization.



**GFOA is a resource.**

1. Best practices guidance
2. High-quality technical resources
3. Research on current issues

**GFOA is an educator.**

4. Ongoing professional development
5. Transparency and overall understanding of public finance concepts

**GFOA is a facilitator.**

6. Member networking and member communications
7. Recognition for innovations and leading governments

**GFOA is an advocate.**

8. State and local government issues at the federal government level
9. Development of accounting and financial reporting standards
10. Recruitment and development of public finance leaders

## GFOA Team

The successful candidate will join a dedicated, diverse, and engaged team at GFOA. Employees form a highly professional team focused on achieving GFOA’s mission and passionate about government and government finance. GFOA has benefited from very low turnover, and almost a third of staff have more than 15 years of experience with the organization. However, GFOA also continues to grow, bringing in new staff and new ideas. Many staff members also have prior experience working for state and local government as finance officers, controllers, auditors, budget directors, or analysts, providing a major advantage in our ability to connect with and serve our members.

## GFOA Recent History

GFOA has experienced a period of growth and financial stability. The association’s membership has increased by 11% in the past 10 years, with annual growth rates averaging 2%. Participation in GFOA training remains strong; specifically, attendance at GFOA’s accounting-related training, interest in GFOA’s GAAP Update, and sales of the “Blue Book” have been at or near-record levels. As explained above, the Director of Technical Services for GFOA would be primarily responsible for these essential GFOA products/services.



**Government Accounting, Auditing, and Financial Reporting** –The first “Blue Book” was published in 1936 and subsequent versions appeared in 1951, 1968,1980, 1988, 1994, 2001, 2005, and 2012. The most recent version sold almost 14,000 copies.



**GAAP Update** – This web-streaming event offers an excellent opportunity for members to learn about recent developments in accounting and financial reporting for state and local governments. Attendance for the most recent GAAP Update was over 6,000.



**GFOA Annual Conference – “Year in Review”** – GFOA hosts approximately 15 accounting related sessions at its annual conference, highlighted by its “Year in Review” session. GFOA’s conference attracts more than 4,000 attendees, and the “Year in Review” session is attended by more than 1,200 people.



Photo of “The Accounting and Auditing Year in Review” from May 2017 in Denver, CO

GFOA is also embracing a new era with the recent retirement of several key staff positions. Jeff Esser (CEO/Executive Director) and Stephen Gauthier (Director, Technical Services Center) recently retired after 35 and 29 years, respectively, with the organization. While their success has put GFOA in an excellent position for continued success, this change in leadership provides an excellent opportunity to introduce new ideas aimed at further enhancing GFOA’s product and service offerings, reputation, and ability to improve state and local financial management.

## About the Technical Services Center

The Technical Services Center is GFOA’s largest department, with approximately 20 FTEs. It provides technical information, products, and services to GFOA members and others interested in government finance regarding accounting, auditing, financial reporting, and the preparation of budget documents. At the heart of the center’s activities are five professional recognition award programs. The center also offers a technical inquiry service for individuals interested in the proper application of governmental accounting, auditing, and financial reporting standards, the preparation of high-quality budget documents, and best practices in accounting and budgeting. Members of the department’s staff also write publications and periodicals; prepare educational materials; serve as instructors in numerous national training seminars, including Internet and live web-stream events; and work with GFOA’s Certified Public Finance Officer program.

Award Program	Certificate of Achievement (CAFR)	Budget Presentation Award	Canadian Annual Financial Report	Popular Annual Financial Report
<b>Participating Governments</b>	<b>4,200+</b>	<b>1,500+</b>	<b>70</b>	<b>350+</b>



As shown below, staff in the Technical Services Center contribute to or lead many of GFOA’s programs. The chart organizes programs by GFOA’s primary roles, which were identified in the strategic plan. Each **blue** circle represents a program where Technical Services Center staff or the Technical Services Center Director is the primary contributor or lead. For each **gray** circle, Technical Services Center staff or the Technical Services Center Director plays a support role.

	GFOA Programs	FAC	FLC	OMC	RCC	TSC
	<b>GFOA is a resource</b>					
1.1	Development and Approval of Best Practices <sup>1</sup>		●		●	●
1.2	Dissemination of Best Practices <sup>1</sup>		●		●	●
1.3	Standing Committees		●	●	●	●
2.1	Publications		●	●	●	●
2.2	Resource Centers		●		●	●
2.3	Consulting Services	●			●	
2.4	Technical / Advisory Services		●		●	●
2.5	GAAFR Review			●	●	●
3.1	Research Activities		●		●	
	<b>GFOA is an educator</b>					
4.1	Annual Conference	●	●	●	●	●
4.2	Training	●	●	●	●	●
4.3	CPFO			●	●	●
4.4	E-Learning	●	●	●	●	●
5.1	Awards Programs			●	●	●
5.2	Elected Officials Guides		●	●	●	●
5.3	Ongoing Public Finance Education		●	●	●	●
	<b>GFOA is a facilitator</b>					
6.1	Membership	●	●	●	●	●
6.2	State and Local Assoc. Coordination			●	●	
6.3	Member Networking		●	●	●	
7.1	Awards Programs			●	●	●
7.2	Government Finance Review	●	●	●	●	●
	<b>GFOA is an advocate</b>					
8.1	Federal Liaison Center		●			
8.2	Advocacy Resources		●			
8.3	Coordination with Other Associations	●	●		●	
8.4	Public Policy Statements	●	●		●	●
9.1	Monitoring GASB					●
10.1	Scholarships <sup>2</sup>	●		●		●
10.2	Recruiting and Outreach	●	●	●	●	●
10.3	Advanced Government Finance Institute	●	●	●		●
10.4	Leadership Development		●		●	●



## Minimum Candidate Qualifications:

- Candidates must be able to effectively communicate with GFOA's executive board, membership, staff members, and with a wide variety of stakeholders and strategic partners.
- Candidates must be able to make oral presentations before large and small audiences, and must be able to connect with a diverse and engaged membership.
- Candidates must have excellent writing skills.
- Candidates must demonstrate a strong aptitude for public finance issues and the ability to effectively lead a diverse organization in both the near and long term.
- Candidates must have demonstrated success in organizational leadership and management in a business, government, or professional association environment.
- Candidates must possess well-rounded knowledge of the public sector, specifically state and local government policies and processes.
- Candidates must be approachable, collaborative managers with the ability to lead and develop staff at all phases of their careers.
- Candidates must possess strong networking and outreach skills to help GFOA build relationships with peer organizations, universities, and the vendor community.
- Candidates must be able to organize and facilitate task forces of GFOA members to help address issues faced by state and local governments.

## Position Information:

- Competitive salary and benefits
- Participation in GFOA 403(b) and 457 retirement plans
- The successful candidate will be expected to live in the Chicago metropolitan area. Relocation assistance is available.

## Application Process

Candidates who are interested in applying for the position should submit their resume and cover letter, along with contact information for five work-related references, by August 20, 2017, to <http://www.govhrusa.com/current-positions/recruitment>.

For more information, or for questions about the position, please contact:

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## Living in the Chicago Metropolitan Area

Chicago is a great place to live that offers something for everyone: world class museums, top-rated restaurants, hundreds of theaters, a wide variety of neighborhoods with unique culture, attractions, history, and feel, and many well-connected suburbs that have a “small-town” feel but offer convenient access to downtown.

GFOA’s office is conveniently located near multiple forms of public transit (including several that stop in our building). The Chicago Transit Authority’s “L” and bus lines provide access to a wide variety of Chicago neighborhoods. Metra maintains three downtown train stations within a short walk that operate service to surrounding suburbs. Chicago was also recently ranked as the best “bike city” in the U.S. by Bicycling Magazine.

For candidates who are relocating to Chicago, GFOA staff can provide suggestions, tips, and guidance. Currently staff members live in many Chicago neighborhoods and suburbs in just about every direction.



*Photos of GFOA office at 203 N. LaSalle Street, Chicago, IL (Photos from M&J Wilkow)*