



MANAGER, AUDITOR - CONTROLLER

DEPARTMENT OF FINANCE





THE COMMUNITY

Located in the North Bay across the Golden Gate Bridge from San Francisco, Marin County is a dynamic community of 257,000 well-educated and involved residents. From its tidelands to the top of Mt. Tamalpais, Marin enjoys a high quality of life marked by beautiful beaches, groves of redwoods and oaks, rolling foothills, and scenic valleys. The mild, year-round Mediterranean climate is highlighted by cool, coastal fog tempering the warm inland temperatures of summer. Incorporated communities include Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Novato, Ross, San Anselmo, San Rafael (the County seat), Sausalito, and Tiburon.

Nearly 60 percent of the County's land is protected open space and parklands, making Marin a recreational destination for the entire Bay Area; the Golden Gate National Recreation Area and Point Reyes National Seashore are just two destinations of more than 140,000 acres of public lands within Marin County. West Marin has long been home to a thriving agricultural, ranching and dairy economy – challenged in recent years by drought. Most residents however live in the eastern region of the county, along the Highway 101 corridor. The developed eastern region of Marin includes biotech, insurance, finance, movie production and tech industries. The Buck Institute and BioMarin are two world-class scientific research institutes based in Marin.



THE COUNTY

The County of Marin is a vibrant organization comprised of 23 departments with a workforce of approximately 2,400 employees and an operating budget of over \$700 million. The County's full array of public safety, community development, public works, health and human services, community services and administrative services is governed by the Board of Supervisors, which is made up of an elected representative from each of the five voting districts in this general law county. Community or municipal services to unincorporated residents include, for example, law enforcement, parks, libraries, fire, land use permitting, and roads and infrastructure. Many of the County's employees work at the historic Marin County Civic Center, designed by Frank Lloyd Wright, located in the City of San Rafael.

The County is committed to the well-being and advancement of all Marin residents, which means taking an equity-first approach toward policy. The County has established an Office of Equity to advance anti-racist policies, the recruitment of a multicultural workforce, and to increase the County's accountability, transparency and community engagement.

For more information on the County, please visit www.marincounty.org.

MANAGER, AUDITOR - CONTROLLER

The Manager, Auditor - Controller – Financial Accounting and Reporting Unit engages regularly with fiscal officers throughout the County’s twenty-three departments on fiscal matters to ensure annual reporting requirements are met. They are responsible for the day-to-day accounting operations of the County and oversees annual financial reporting activities, general ledger reconciliations, cost accounting, and integrity of the of the County’s financial system and fiscal structure. This position will also have the opportunity to lead an outstanding team of five professionals in preparing complex financial reporting for the County, including: the State Controller’s report; the Annual Comprehensive Financial Report (ACFR); and the Popular Annual Financial Report (PAFR).

If you are interested in more information on the responsibilities of this role, please contact Mina Martinovich, Director of Finance, at (415) 473-6989.



THE DEPARTMENT OF FINANCE

The Marin County Department of Finance is responsible for the powers and duties of the offices of the auditor, controller, tax collector, treasurer, and public administrator. We serve as a collaborative partner and fiscal advisor to the County government in their consideration of fiscal decisions and planning. We strive to inspire and elevate public trust in County government by safeguarding the County’s financial integrity, advocating and implementing best practices, and ensuring compliance with mandates and fiduciary responsibilities.



IDEAL CANDIDATE



The ideal candidate will bring a wealth of knowledge and experience in governmental accounting practices and principles, as well as a demonstrated proficiency in working with integrated financial systems. They will have direct experience with complex financial reporting, project ledger, budgeting, and grants.

We are looking for someone who is adept at process mapping and improvements; policy interpretation, application and documentation; and is highly motivated to produce optimal results for their unit and for the County.

A strong leader that thrives in a collaborative team environment and is always looking to find innovative ways to develop their team is highly desirable.

This position is located on-site reporting to the Marin County Civic Center building in San Rafael, CA. A flexible hybrid schedule may be available after successfully completing the first six (6) months of the probationary period.



MINIMUM QUALIFICATIONS

Typically, equivalent to graduation from a four-year college or university with course work in accounting, economics, business administration or a field related to the work and three years of professional experience related to the area of assignment, preferably in the public sector. At least one year of experience must have included lead or supervisory responsibility.

Additional experience as outlined above may be substituted for the education on a year for year basis, up to two years.

Possession of a Certified Public Accountant (CPA) or Certified Public Finance Officer (CPFO) certificate is desirable.

For more information, please see the [class specification](#).



COMPENSATION

The County of Marin offers an attractive compensation and benefits program. The salary range for this position is \$116,334—\$141,419 annually, DOQ. The competitive benefits program includes:

RETIREMENT (37 County Act): The County retirement system is authorized by the County Employees Retirement Law of 1937. This plan has a reciprocity relationship with CalPERS.

INSURANCE: The County has a cafeteria-style benefits plan that allows employees to choose from a variety of health, dental, vision, life, and long-term disability insurance plans.

LEAVE ALLOWANCES: The County offers generous vacation, personal, management and sick leave benefits plus 12 paid holidays.

DEFERRED COMPENSATION: The County does not participate in Social Security except for a mandatory Medicare contribution. The County does offer a choice of tax deferred 457b plans to which employees may contribute in order to enhance their retirement.

For additional information about Marin County benefits, please visit <http://www.marincounty.org/depts/hr/benefits>.

APPLICATION & SELECTION PROCESS

To receive first consideration for this exceptional career opportunity, applicants are encouraged to apply early online at <https://www.marincounty.org/Jobs>. This recruitment is Open and Continuous and may close at any time. Application materials will be reviewed and evaluated as received and only the most qualified candidates will be invited to continue in the recruitment process.

If you have any questions regarding this recruitment, please contact Angie Fong at (415) 473-6109 or ALFong@marincounty.org.

Department of Human Resources

3501 Civic Center Drive, Suite 415

San Rafael, CA 94903

<https://www.marincounty.org/Jobs>

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415.473.5960 F

Jobs@marincounty.org

The County of Marin is an Equal Employment Opportunity Employer. Women, minorities, and persons with disabilities are encouraged to apply.

