

FINANCE DIRECTOR

CITY OF QUINCY, WA



Crescent Bar Recreation Area

Why Apply?

This is an exciting opportunity to shape the financial landscape of the City of Quincy and work in a collaborative environment with other department directors in administration, public safety, public works, and parks and recreation. This position will replace the outgoing Finance Officer (due to retirement), who is leaving Quincy in excellent financial and economic health after over 30 years of service with the City. The City retains its small-town culture with friendliness, warmth, and a low crime rate. Though a smaller city, their \$107 million budget requires a high level of financial responsibility and complexity that vies with larger cities.





Welcome to QUINCY

Located 2.5 hours east of Seattle and 2 hours from Spokane, Quincy is a growing community of 8,100 near the center of Washington State in Grant County, about halfway between Wenatchee and Moses Lake. Residents appreciate the town's small town-feel, welcoming community, and easy access to outdoor recreation.



Once a strictly agricultural community in the rich farming areas of the Eastern Washington Columbia Basin, Quincy has nearly become the data center capital of the West Coast, largely a result of low electric power rates which are among the most inexpensive in the country. Quincy is also home to the state's most popular outdoor concert venue—Gorge Amphitheater—which provides world-class concert entertainment 10 miles southwest of town.



Major employment industries include agriculture, food processing, and the data center facilities of Microsoft, Sabey, Vantage, Yahoo!, and Cyrus. The assessed value in Quincy is larger than any other city in Grant County. As a result of this growth, Quincy has built a new \$85 million high school, and a \$50 million new hospital is under construction.

Additionally, the passage of a Regional Parks District will start construction in 2025 on a \$20 million indoor turf facilities for tournament soccer and other field sports along with a new \$10 million aquatic center. More recently, the City has constructed a new city hall, police station, safety building, public works building, and library.



Quincy serves as the gateway to the recreation areas of North Central Washington that includes the Wenatchee Valley, Leavenworth, and Lake Chelan. These areas offer snow skiing, mountain biking, river rafting, boating, fishing, hunting, hiking, wineries, vacation resorts, and year-round tourism. Water recreation, fishing, RV hookups, camping, golf, tennis, and other outdoor activities can be enjoyed at Crescent Bar located just 10 minutes to the West on the Columbia River.

Just 30 minutes away, Wenatchee's Pangborn Memorial Airport (EAT) Airport serves the region with commercial non-stop flights to Seattle-Tacoma International Airport (SeaTac).

THE CITY OF QUINCY

Incorporated in 1907, the City of Quincy is a non-chartered (Code) City operating under the Mayor/Council form of government. The City Council consists of seven at-large positions, all serving four-year terms.

The City serves a population of 8,100 across 3 square miles with current budget of \$107 million and a staffing of 66 with three major departments: Police, Public Works, and Administration. Mayor Worley was elected to City Council in 2002 where he served until the end of 2017, when he was elected Mayor for the City of Quincy.



THE FINANCE DIRECTOR

The Finance Department is responsible for the administration, supervision, management oversight and coordination of all financial operations and compliance including, but not limited to, accounts payable, compiling and administering the budget, asset accounting, cash management, debt management, investments, payroll, utility billing, and budget & financial forecasting.

Under the general direction of the Mayor and the City Administrator, the Finance Director serves as the City Treasurer and supervises the municipal activities of accounting, procurement, utility billing, customer service, and regulatory compliance of financial controls. The Finance Director is an at-will position and is a senior advisor to the Mayor and City Council and evaluates, develops, and implements programs, policies, and procedures to improve the effectiveness and efficiency of the finance department. The Finance Director is responsible for a staff of four.

Other responsibilities:

- Manages the development of the Annual Audit.
- Reviews financially-related procedures and technology for organizational efficiency and effectiveness.
- Oversees and participates in the development and administration of the City's annual operating and capital improvement program budgets; develop salary and benefits projections, and revenue and expenditure projections.
- Recommends development, acquisition and modification of accounting, finance ,and related information systems.
- Oversees the preparation of the City's financial Annual Comprehensive Financial Report.





THE IDEAL CANDIDATE

The ideal candidate will be a creative, forward-thinking leader that fosters trust, teamwork, integrity/honesty, accountability, and respect with colleagues through active listening and solutions-oriented dialogue. The next Director of Finance must understand the challenges of a growing community as it relates to the City budget and maintains a sense of humor, has a positive attitude, and is resilient when times are challenging.

- An experienced and skilled financial manager with the ability to prepare and administer complex budgets, draft financial reports, and explain complicated issues.
- An effective communicator that can clearly and effectively articulate the financial position and needs of the City to the Council, executive leadership, staff, and the broader community.
- Demonstrates excellent customer service and values cross-departmental collaboration to produce a high level of service to the community.
- Demonstrates an ability to develop a long-term strategic financial plan and manage financial systems that support the operational and capital needs of the City.
- Has an ability to develop new skills and knowledge to implement best practices for financial management of the City's many business functions.
- Demonstrates ability to oversee the development of an annual comprehensive financial report that is in alignment with GAAP and GASB pronouncements and other regulatory requirements.
- Strategically focused with the ability to prioritize issues and projects, effectively communicates and delegate responsibilities, and translate the big picture into a long-range plan with measurable outcomes that demonstrate progress.
- A collaborative partner to the Mayor and senior executive staff that provides sound advice and guidance in support of broader organizational goals.
- Able to create and build good city council relations through honest communications as well as providing accurate and timely reports and data.
- Living/working in Quincy is a multi-cultural experience, and the ability to navigate it will contribute to a candidate's success.

OPPORTUNITIES & CHALLENGES

2025 Budget

In partnership with the Mayor and senior leadership staff, establish a budget process that conveys the priorities of the Mayor and City Council and can be viewed by the public in a clear way for understanding the City's financial decisions.

Capital Planning

In partnership with the Mayor and senior leadership staff, evaluate financial alternatives to fund priority capital projects, including water and wastewater improvements. Evaluate potential financing options including Public Works Trust Fund Loans, municipal and revenue bonds, grants, and other sources available to the City.

Financial Policies and Procedures

Evaluate the City's financial policies and procedures and update best business practices as needed. Work collaboratively with City departments on developing procedures to implement financial policies that support the department's business needs.

Staff Relationships

Build collaborative and positive relations between the finance department and other City departments for maximizing efficiency and productivity.

EDUCATION & EXPERIENCE

Graduation from an accredited four-year college or university with a bachelor's degree in business administration, accounting, finance, or related field. Advanced degree or CPA preferred.

Five (5) years or more of progressively responsible public-sector related experience; experience in a position of comparable scope and size to the City of Quincy highly desirable with a minimum of three (3) years of progressively responsible supervisory experience.

Or any satisfactory combination of experience and training which demonstrates the knowledge, skills and abilities to successfully perform the job.

COMPENSATION & BENEFITS

The City of Quincy is offering an annual salary range of \$110,000 to \$130,000 for this position, dependent upon experience and qualifications, along with a comprehensive benefits package.

- Medical, dental, vision, life insurance
- 18 days of vacation (increases w/ longevity)
- 11 paid holidays, plus 1 personal day
- Public Employees Retirement System (PERS)
- 6 days sick leave
- PMFLA
- No WA state income tax

RESOURCES

[City of Quincy](#)

[Finance Department](#)

[City Budget](#)

[Quincy Valley Chamber of Commerce](#)



TO APPLY

Apply Online: gmphr.com

First Review: **May 19, 2024**

More Info: Mark Bethune , GMP Consultants
mark@gmphr.com / (253) 405-3848

