

Job Title: CHIEF FINANCIAL OFFICER

Requisition ID: 23724

Work Location: OFFICE OF THE CHIEF FINANCIAL OFFICER

City: FT LAUDERDALE

POSITION GOAL

To provide direction and oversight for District finances, including development of a sound financial strategy, metrics that tie in to the District's overall strategy, leadership and control systems designed to preserve District assets.

ESSENTIAL PERFORMANCE RESPONSIBILITIES

The Chief Financial Officer shall carry out the essential performance responsibilities listed below:

- Supervise staff as assigned in the performance of job duties.
- Manifest professional code of ethics and values.
- Serve as a key member of the Superintendent's leadership team, providing financial and operational oversight in support of the District's strategic plan.
- Oversee management of the financial accounting functions for the District, including but not limited to preparation and monitoring of operational and capital budgets, accounting and reporting procedures, grants administration, investment of funds, and long-range District financial planning.
- Maintain a system of internal controls to safeguard the assets of the District, ensuring the highest level of accountability for public funds.
- Direct and oversee the preparation of the Annual Comprehensive Financial Report (CAFR) in accordance with state and federal agencies and conformity with Generally Accepted Accounting Principles (GAAP).
- Oversee the preparation and submission of required reports to the Florida Department of Education and School Board, in accordance with publishing requirements.
- Supervise the preparation and submission of required reports to the School Board.
- Coordinate the preparation of required financial schedules for the School Board's annual financial statements and single audits performed by the State of Florida Auditor General and other entities.
- Work closely with external auditors in the auditing of the District's financial records.
- Monitor and report compliance with financial indicators, such as the Dollars-to-Classrooms ratio, general fund balance, etc.
- Lead the various financial operational units within the District, including finance, accounting, tax, payroll, budget, accounts payable and other respective areas.
- Collaborate with the staff of the Auditor General and oversee responses to and corrective actions of audit findings.
- Develop, monitor, and oversee budgets in the areas of finance, accounting, tax, payroll, accounts payable and other respective areas.
- Responsible for the overall direction, coordination, and evaluation of staff responsible for payroll, budget, finance, and accounting functions in accordance with the District's policies and applicable laws.
- Oversee the preparation and filing of all required tax returns and regulatory reports, including W-2s, 1099s and 941 Forms.
- Establish and maintain effective and sound internal controls for all aspects of cash receipts, investment activities, accounts payable, payroll, accounting, and reporting functions; oversee long and short-term cash projections and cash management activities.
- Oversee the development and timely filing of required reports to State regulatory agencies, including the "Truth in Millage" TRIM law compliance report and, property tax millage certification.

To review the complete job description for this position access the following website:

<https://www.browardschools.com/Page/36072> and do a search by Job Code. The Job Code for this position is: A-020

MINIMUM QUALIFICATIONS & EXPERIENCE

- An earned master's degree from an accredited institution in finance, accounting, business administration or a related field.

Or

- An earned bachelors degree from an accredited institution in finance, accounting, business administration or a related field and a valid certification in public accounting (CPA).
- Attainment of Florida certification in public accounting (CPA) within the first eighteen (18) months of employment.

And

- A minimum of ten (10) years of progressively more responsible leadership experience and training in a field related to the responsibilities of the position.
- Previous finance experience in Education.
- Demonstrated knowledge of advanced accounting theory and practice, cash management, investment strategies, public debt financing, budgeting, fully integrated financial management systems (ERP) and applicable federal and state rules, regulations and policies.
- Extensive supervisory experience in preparation and submission of financial reports monitoring and reporting on the status of projects; controlling and monitoring all aspects of accounts payable, payroll, accounting and financial reporting functions; making administrative decisions.
- Computer skills as required for the position.

PREFERRED QUALIFICATIONS & EXPERIENCE

- Knowledge of District accounting, budgeting, treasury, and financial reporting functions, including extensive knowledge of the District organization, operation, policies, regulations, programs, and goals.
- Knowledge of Florida Education Finance Program (FEFP)
- Bilingual skills.

SIGNIFICANT CONTACTS-frequency, contact, purpose

On a daily basis works with all levels of the organization plus legislators, outside counsel, Florida Department of Education, and the community to ensure sound District financial management and to effectively communicate the District's funding requirements.

PHYSICAL REQUIREMENTS

Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently as needed to move objects.

TERMS OF EMPLOYMENT

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the School Board.

LINK TO JOB DESCRIPTION

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Advertisement Window: 07/31/2026 - 08/14/2026

Work Calendar: 244 Day Cal

Classification: Exempt

Compensation:

Educational Support Management Association of Broward, INC. (ESMAB)

PAY BAND S - \$123,485.00 - \$224,395.00 ☐