



The City of Chesapeake is seeking a collaborative leader to serve as the City's

Director of Budget

Interested candidates should apply by completing an application on jobs.cityofchesapeake.net

*City of Chesapeake is an Equal Opportunity Employer.
Job Closing Date: June 29, 2020*

About Chesapeake

History

Chesapeake, Virginia was established in 1963 after the merger of Norfolk County and the City of South Norfolk. Chesapeake also played a significant role in the founding of America, with the historic Battle of Great Bridge and the construction of the Great Dismal Swamp Canal. Today, Chesapeake honors its position in history with a vibrant present and promising future.



Location & Growth

Adjacent to the world's largest naval base, Chesapeake is conveniently located 20 minutes from the Atlantic Ocean, 15 minutes from downtown Norfolk, and one hour from Colonial Williamsburg and the Outer Banks of North Carolina. With an estimated population of 247,000, Chesapeake is the second largest city in Virginia and one of the 100 largest cities in the United States. As one of Virginia's fastest growing cities, Chesapeake has significant potential for future residential, commercial, and industrial growth.

Economic Opportunity

Chesapeake has all the features businesses are looking for: talent, infrastructure and location. In the past year, the business community invested more than \$204 million in Chesapeake and created over 1,200 new jobs. Recognized as a strong economic area for business investment, the City provides companies with first-class opportunities for employee recruitment and the capabilities to create and grow in their respective industries. New companies and businesses continue to locate to the area and benefit from the abundant resources that Chesapeake offers.



The Organization

The City operates under the Council-Manager of government with the City Manager having oversight for daily operations. The City government employs approximately 3,500 people in more than 30 departments with an annual operating budget of more than \$500 million.



Chesapeake has received numerous high rankings and accolades from *WalletHub*, including:

- ⇒ 23rd Best Run City in America
- ⇒ 28th Quality of City Services Park
- ⇒ 21st for Financial Stability
- ⇒ 22nd in Education
- ⇒ 19 Safety Rank
- ⇒ 24th in Caring for the Vulnerable
- ⇒ 14th in Caring in the Workforce
- ⇒ 8th in Caring for Community

Position Overview

The Director is a strategic partner with the City Manager's Office to facilitate and execute policy decisions that provide the City with a budget plan to address the community's priorities. The Director's primary role is to lead the City's Budget team in development of the annual capital and operating budgets. The Director is a key member of the City's senior leadership team and will serve as the chief policy advisor to the City Manager on issues related to budgeting.



Candidate Profile

The ideal candidate will have a proven track record in municipal budgeting and in leading teams to get results. The ideal candidate should be skilled in communicating with senior leadership and policy makers in a way that facilitates informed decision-making. The ideal candidate should have strong analytical skills related to the development and implementation of long-term financial strategies, projections, and budgetary reports. This professional should have a high degree of understanding of financial policies as well as with the development of management strategies and programs and services that are consistent with policies and plans. The ideal candidate for this position will have the highest degree of integrity, judgment, and independence as well as expert level skills necessary to apply budget-related laws, regulations, policies, and methods to manage complex budgetary and financial assignments.

The City seeks a proactive individual with a strong work ethic who will anticipate challenges, recommend solutions, and deliver positive outcomes. Competitive candidates will possess the following attributes:

- ⇒ Ability to be politically astute and to develop and maintain productive relationships both within City government as well as with external stakeholders; and
- ⇒ Ability to communicate budgetary concepts to a variety of audiences effectively through verbal and written communication; and
- ⇒ Ability to lead and develop staff that results in high levels of productivity, satisfaction on the team and accomplishment; and
- ⇒ Skill in facilitating and collaborating with staff to determine the most effective approach to budgeting and to resolve issues; and
- ⇒ Ability to serve as a positive role model for customer service, ethical behavior, transparency, and problem solving.

Budget Office Facts

- ⇒ Team of Six: Budget Director, Budget Manager, Budget/Economic Analyst, Budget Analyst I (3), Budget Technician
- ⇒ Department Budget: \$861,832
- ⇒ GFOA Distinguished Budget Presentation Award Recipient

Major Initiatives for the Next Budget Director

- ⇒ Contribute to an organization-wide effort to communicate about the work of city government in a way that connects with all audiences, especially in communications with City Council.
- ⇒ In coordination with the City Manager's Office, enhance the budget processes (Capital and Operating) to facilitate more dialogue with City Council about options and choices.
- ⇒ In collaboration with the Public Communications team, implement new ways to communicate with citizens about the City budget.
- ⇒ Link the annual Capital Improvement Program to the City's Comprehensive Plan. A project to support this initiative is currently underway with a team from the Budget Department and Planning Department.
- ⇒ Lead the team in the Budget Department to best meet the needs of the City. This includes succession planning and creating a staff development plan.

Recruitment Timeline

The following dates have been reserved. Every effort will be made to adhere to this schedule, however, it may change due to unforeseen circumstances.

June 29: Application deadline. Interested candidates should apply immediately.

July 9-10: Initial interviews via web conference.

July 29 and 30: Interview Process in Chesapeake*

- *July 29:* Semi-finalists interviews. Candidates advised of status at end of day.
- *July 30:* Finalists interviews.

**On-site interviews to be conducted with social distancing. If travel limitations arise due to the pandemic, remote participation will be available.*

Qualifications

- ⇒ Bachelor's degree in finance, accounting, or a closely related field.
- ⇒ Six (6) years of progressively responsible experience.

Preferred Qualification

- ⇒ Master's degree

Compensation

\$120,000 to \$145,000, Depending On Qualifications



The City of Chesapeake is an Equal Opportunity Employer. The City of Chesapeake does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, natural origin, political ideas of disability in employment or in the provision of services.



Benefits

The City of Chesapeake offers a highly competitive benefit package: <http://www.cityofchesapeake.net/Government/City-Departments/Departments/Human-Resources-Department/benefits.htm>

Schools

Chesapeake has an outstanding public school system which consistently ranks as one of the best in the state.

In addition, opportunities for higher education abound in the region, ranging from the diverse college-bound and career-bound programs of Tidewater Community College, to four-year and graduate degree programs at Old Dominion, Norfolk State, Regent, Virginia Wesleyan Universities, and the college of William and Mary. The City of Chesapeake works closely our higher educations partners, both as a provider of internship, mentorship, and teaching opportunities, and as a recipient of the talent graduating each year from the academic programs.

How To Apply

Interested candidate should apply online at <https://jobs.cityofchesapeake.net> . Please submit a resume and cover letter as well as the online application.