



## Pierce Transit **EXECUTIVE DIRECTOR OF FINANCE & IT** *Job Announcement*

### About Pierce Transit

Pierce Transit improves people's quality of life by providing safe, reliable, innovative and useful transportation services that are locally based and regionally connected.

Founded in 1979, Pierce County Public Transportation Benefit Area Corporation (Pierce Transit) is a nationally recognized leader in the public transportation industry. Pierce Transit covers 292 square miles of Pierce County containing about 70% of the county population. Serving Washington's second largest county, Pierce Transit provides three types of service: Fixed Route, Paratransit (SHUTTLE) and Vanpools that help get passengers to jobs, schools and appointments.

The agency provides a vital link in the regional transportation system by making connections with King County through express bus services. Pierce Transit is a municipal corporation, not part of the City of Tacoma, Pierce County or Sound Transit.

Pierce Transit is governed by a ten-member Board of Commissioners. The Board is comprised of elected officials representing fourteen jurisdictions within Pierce County and one non-voting Union Representative. The Board is responsible for adopting policies that govern the operation of the transit agency and its services and employs the Chief Executive Officer (CEO) to carry out the day-to-day management and administration of the agency.



## Pierce Transit's Sustainability Commitment

- In the 1980s, Pierce Transit was among the first transit agencies in the nation to move most of its' fleet to running on clean, compressed natural gas (CNG).
- Today, 76% of Pierce Transit's bus fleet runs on CNG, 13% are diesel-electric hybrids, 8% are diesels and 3% run on gas.
- In 2018, Pierce Transit began a concerted effort to move a portion of its' fleet to battery electric buses. The agency currently has three electric buses, with six more coming online soon.
- Pierce Transit has signed onto the American Public Transportation Association's Sustainability Commitment, committing to sustainable environmental practices.
- Pierce Transit has an internal Green Team, which establishes sustainability outcomes and develops best practices, for example, upgrades to LED lighting, which reduced the agency's carbon footprint by 14 metric tons.

### Riders and where they are going

- 46%** have been riding 5+ years
- 52%** have no working vehicle
- 70%** use ORCA card
- 67%** from households with annual incomes below \$35,000
- 51%** commute to and from work
- 50%** Medical appointments
- 72%** Shopping and Errands
- 51%** Fun, recreation and social
- 25%** commute to school/college







## About the Position

The Executive Director of Finance & IT (CFO) reports to the Chief Executive Officer and participates as a member of the Executive Team and provides leadership and direction to 44 staff responsible for: Accounting, Budget, Procurement, Project Management, and Information Technology. This position is the agency's Chief Financial Officer (CFO) and exercises strategic thinking and applies change management principles for long-term organization-wide application and impact. This position is responsible for outcomes having significant impact on the organization including, fiscal sustainability, capital project delivery, IT infrastructure and support, financial reporting and accounting process controls. Pierce Transit's preliminary 2022 operating and capital budget is \$443.2 million.

*Additional responsibilities of the Executive Director of Finance and IT include the following:*

- Directs the Agency's financial accounting activities; balances revenues, expenditures and debt issuance; provides financial analysis, audit and guidance; assures adequate internal controls, accurate record-keeping and timely reporting.
- Directs the management of the Agency investment portfolio, including the determination of investment amounts and maturities, selection of investment instruments and competitive investment bidding; reviews status reports; and recommends policy changes to the Board.
- Provides the leadership and vision for IT strategic and tactical planning to address goals to foster innovation, prioritize initiatives, and manage current and future IT systems and resources.
- Plans, organizes, directs and controls the Agency's Procurement support functions including purchasing and contract administration.
- Communicates with Agency administrators, local and regional public agencies, transit officials, legislators and others to exchange information and resolve issues related to transit projects, contracts, funding. Represents and negotiates the financial interests of the Agency in major service contracts and funding.
- Leads the development and execution of the annual Agency budget; assures the timely monitoring of the budget and approves expenditures in accordance with Agency policy and principals of sound and ethical fiscal management in a public environment.



## The Ideal Candidate

Pierce Transit is seeking a decisive, proactive and collaborative leader with an inclusive style and action orientation. The successful candidate will possess a demonstrated ability to effectively articulate and implement strategic plans. Candidates should have a proven record of success as a senior financial leader in a complex organization.

## Core-Competencies

- *Sound Fiscal Management:* Knowledge of principles and practices of public sector accounting, auditing and financial reporting standards. Understanding of current and emerging federal and state laws, policies, regulations, methods and procedures regarding governmental accounting, budgeting and purchasing principles, theories and concepts.
- *Inspiring and Courageous Leadership:* Ability to inspire, persuade, engage, speak straightforwardly about complex financial issues, make tough decisions and take difficult actions. Display balanced thinking that combines analysis, wisdom, experience and perspective.
- *Produce data-driven decisions that withstand the “test of time”.*
- *Build a Talented, Effective Team:* Hire, mentor, develop, retain, and manage a diverse staff. Assemble and reinforce a cohesive, dedicated, highly effective inter-disciplinary team. Ability to lead a team through change processes.
- *Business and Management Acumen:* Ability to strategically manage human, financial and information resources. Streamline and remove processes that do not bring value. Measure success based on data and results. Set high standards of performance, using accountability measures and benchmarks to track progress.
- *Partnering:* Build alliances and collaborate across boundaries to create strategic relationships. Inspire action without relying solely on authority. Perceive the complexity of situations quickly.
- *Values:* High level of integrity, ethics, transparency and responsiveness.
- *Cultural Competency:* Focus on racial equity in ways that enable effective working relationships in diverse communities and cross-cultural situations. Uses an equity lens to analyze the impact of policies on underserved and marginalized individuals and groups to identify and eliminate barriers.

## Desirable Qualifications

A Bachelor's Degree in business administration, public administration accounting, information technology, or financial management or related field and eight years of increasingly responsible financial leadership experience.

Significant prior experience interpreting and implementing policies and procedures, managing large budgets, overseeing information technology and ensuring compliance with applicable laws and regulations. Experience in delivering large capital projects with knowledge of the Federal Transportation Agency and Department of Transportation procurement methodology is a plus.

## Salary and Benefits

The annual of the salary range for this position is \$156K - \$198K. The salary offered will depend on experience and qualifications. Pierce Transit offers a generous benefit package including medical/dental, retirement, life and disability insurance, paid holidays, vacation and sick leave and optional deferred compensation.



## APPLICATION PROCESS

Persons interested in this position must submit a cover letter and a current resume.

If you have questions regarding this announcement, please call Marissa Karras at 360-956-1336. The position will remain open until filled; however, the screening process will move quickly. Please submit your application materials as soon as possible but no later than November 23rd, 2021 by visiting [www.karrasconsulting.net](http://www.karrasconsulting.net) and clicking on “view open positions.”

Pierce Transit is an equal opportunity employer, values workplace diversity and seeks to create an environment and culture that embraces employee differences. All qualified applicants are considered in accordance with applicable laws prohibiting discrimination on the basis of race, religion, color, gender, age, national origin, sexual orientation, physical or mental disability, marital status or veteran status or any other legally protected status. We will provide assistance in the recruitment, application and selection process to applicants with disabilities who request such assistance.