

# NOTICE OF JOB OPENING

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<b>Posting Begins</b>	October 28, 2021	<b>Posting Ends</b>	November 17, 2021
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<b>Position Title</b>	<b>TREASURY MANAGER (COUNTY TREASURER)</b>
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<b>Department</b>	Finance	<b>Division</b>	Treasury
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	New Position	X	Full-time	40	Hrs./Week
X	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

<b>Location of Position</b>	710 N. 7 <sup>th</sup> St.
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**BRIEF JOB DESCRIPTION:** The Unified Government seeks a dynamic public finance professional to manage a high-performing treasury management, property tax administration and motor vehicle registration team, \$250 million in investments, and revenue collection efforts of \$420 million. The Director of Revenue/ Treasury Manager will be a key member of the Finance Department senior staff and play a primary role in managing the day-to-day operations of the Treasury Division with 41.5 FTE and a budget of \$3.2 Million. He/She will be expected to plan and support the strategic direction of the Department and Division, manage special projects, and oversee the effective delivery of numerous complex financial functions.

**MINIMUM QUALIFICATIONS:** Management experience in a full-service local government or similarly complex public agency or private business is strongly preferred. In-depth knowledge of finance and accounting is expected. Five (5) years of financial, public administration, or business management experience. Management supervisory experience is highly desirable. A Bachelor's degree in business, public administration, finance, accounting, or related field is required. A Master's degree and/or formal leadership training will be considered favorably.

**SUCCESSFUL APPLICANT IS REQUIRED TO TAKE PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN.**

<b>Salary Range</b>	\$62,358.40-\$114,150.40/yr.	<b>PI #</b>	3516	<b>Class. Code</b>	0224
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It is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment.

**MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE.  
PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBIT PROOF OF IDENTITY AND  
EMPLOYMENT ELIGIBILITY EOE**

*The United Government of Wyandotte County / Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce.*

**EOE**



# Director of Revenue / Treasury Manager

Uniquely Wyandotte - a vibrant intersection of diversity, opportunities, and distinctive neighborhoods.

The Unified Government seeks a dynamic public finance professional to manage a high-performing treasury management, property tax administration and motor vehicle registration team, \$250 million in investments, and revenue collection efforts of \$420 million. The Director of Revenue/Treasury will be a key member of the Finance Department senior staff and play a primary role in managing the day-to-day operations of the Treasury Division with 41.5 FTE and a budget of \$3.2 Million. He/She will be expected to plan and support the strategic direction of the Department and Division, manage special projects, and oversee the effective delivery of numerous complex financial functions.



Reporting to the CFO, the Director will lead a team consisting of a Deputy Treasurer and two Administrative Coordinators overseeing the treasury and motor vehicle registration units, while having regular interactions with the CFO, County Administrator's Office and operating departments providing regular exposure to senior level management.

▶ Applications Due:

**Wednesday, 11/17/21**

The Director of Revenue / Treasury **salary range goes up to 114,150**, and is supplemented by an attractive benefits package that includes KPERS retirement, health and dental insurance, sick and vacation leave, holidays, deferred compensation and flexible spending accounts.

## The Unified Government

Kansas City, Kansas is the third largest city in the state of Kansas and is the county seat of Wyandotte County. It is part of a unique consolidated city-county government known as the "Unified Government" (UG). With a population of 169,000, it is located on the northeastern border of Kansas, and is part of a greater metropolitan area of over two million people.

The UG's mission is to deliver high quality, efficient services and be a resource to our residents. We are innovative, inspired public servants focused on our community's wants and needs. With a total of 2,400 FTE and an annual budget of \$420 million, the UG



Commission fulfills its strategic goals by primarily focusing on safe, healthy and diverse neighborhoods, and people participation and prosperity.

## The Finance Department

The UG Finance Department, with a total of 71 FTE, is responsible for providing core financial services including: banking and investments, revenue collections, accounting/financial reporting, budget, debt management, economic development finance, payroll and accounts payable. The Treasury Division is the largest work unit in the Finance Department. The Department vision is to be a resource to the UG organization that turns ideas and plans supporting our community's needs into reality through a fiscally responsible, collaborative, and results-oriented approach. The Finance Department is focused on effectively managing the UG's financial resources and providing excellent service to residents and businesses, while building its capacity through effective use of technology and professional development of its people.

## POSITION RECRUITMENT

Unified Government of Wyandotte County & Kansas City, Kansas

Human Resources Department  
City Hall, 701 N. Street  
Suite 646  
Kansas City, Kansas 66101

Phone: 913.573.5660  
Fax: 913.573.5006  
Email: [jobs@wycokck.org](mailto:jobs@wycokck.org)  
[www.wycokck.org/Jobs](http://www.wycokck.org/Jobs)

**The Unified Government is an Equal Opportunity Employer.**



Finance Department

## Ideal Candidate

The ideal candidate will be an effective leader of people with the demonstrated capacity to energize staff and teams around City/County and Department priorities. A passion for customer service and building organizational capacity is highly desirable. The individual needs to be a critical thinker with a strong accounting background who can identify challenges and opportunities and move the organization forward.

- Conveys a high degree of credibility and possesses a reputation as a knowledgeable finance professional.
- Possesses solid technical skills — experience with portfolio management, property tax administration, revenue accounting and banking — complemented equally with strong management and leadership capacities that are applied in a balanced way to best organize, direct and lead teams.
- An excellent communicator with well-developed interpersonal skills and a track record of forging healthy and productive working relationships with staff, peers, consultants, customers and stakeholders.
- Exhibits energy for high performance, an ability to manage competing priorities effectively, and acts decisively and deliberatively as needed.
- Knowledge of electronic payment technology and accounts receivable/collection methods.



## Education & Experience

Management experience in a full service local government or similarly complex public agency or private business is strongly preferred. In-depth knowledge of finance and accounting is expected. Five (5) years of financial, public administration, or business management experience. Management supervisory experience is highly desirable. A Bachelor's degree in business, public administration, finance, accounting or related field is required. A Master's degree and/or formal leadership training will be considered favorably.



WYANDOTTE COUNTY COURTHOUSE, KANSAS CITY

John D. Morrison

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Unified Government of  
Wyandotte County and  
Kansas City, Kansas

## To Apply

The recruitment is **open until November 17, 2021 with the first applicant screening occurring Friday, November 19, 2021**. To be considered for this challenging and rewarding career opportunity, please immediately submit your United Government Application, a cover letter and resume to [jobs@wycokck.org](mailto:jobs@wycokck.org). The application form can be found at <https://www.wycokck.org/Departments/Human-Resources/Careers>

All positions require that the applicant be a resident of Wyandotte County or willing to relocate within (12) months from the date of hire. As a condition of employment all employees must pass a post offer physical examination and drug screen, and submit proof of identity and employment eligibility.

Resumes will be screened on an on-going basis by the Finance Management Team in relation to the criteria in this brochure. Candidates deemed to have the most relevant background will be invited to participate in a panel interview in Kansas City, Kansas. Finalists will be asked to a subsequent interview with the CFO. An appointment is expected subsequent to extensive reference/background checks to be coordinated with the candidate.

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Equal Opportunity Employer.**

