



DIRECTOR OF FINANCE
City of Weatherford, Texas



THE COMMUNITY

Weatherford, Texas is a strong community of 38,000 citizens located approximately 30 miles west of Fort Worth and approximately 60 miles west of Dallas. This safe, family-focused city with a high quality of life and a healthy economy is quickly becoming one of the premier places to live in the North Texas area. The City's small-town feel and convenient access to big city amenities make it one of the most livable communities in the area.

Weatherford was founded in 1858 and values its historic traditions while strategically planning for its future. Its rich historical heritage combined with modern-day growth have made Weatherford one of the fastest-growing cities in Texas. The City takes pride in its strong sense of place and fosters a collaborative environment that will create a future that honors and preserves its heritage, while encouraging continued sustainable growth.

The City provides a wide array of family-friendly recreational, cultural, and entertainment opportunities. For outdoor enthusiasts, Weatherford offers a mountain bike trail, disc golf, an all-inclusive park for kids, a lake, access to over 19 parks, and a hike and bike trail system that is over five miles long. Amazing outdoor concerts and popular annual events, including its unsurpassed Fourth of July celebration and parades, provide entertainment for all ages.

Weatherford has a commitment and pride in its strong community philosophy and recognizes the importance of working with citizens and local partners such as the college, businesses, and realtors and homeowners' associations on economic development projects. With an Extra Territorial Jurisdiction (ETJ) of 180 square miles, the City is expanding in many areas and is expected to reach a population of 160,000 by 2070.

The downtown area is currently experiencing various renovations and provides additional entertainment opportunities for the community. Visitors to Weatherford enjoy the City's many unique treasures, including a historic shopping district full of antique, boutique, and specialty stores, as well as quality restaurants. The City-owned and operated Chandor Gardens provides a place for residents and visitors to escape the hectic pace of modern society. The old-time Farmers' Market, First Monday Trade Days, and a bounty of Victorian-era homes draw visitors from throughout the region to the City.

Weatherford ISD provides an exceptional education experience for the City's students. There are a variety of youth sports and programs to meet the needs of all its students. For those seeking higher education, Weatherford College provides superior opportunities in a convenient location.



OUR MISSION

Build A Strong Community



OUR VISION

Weatherford is a family focused community known for valuing historic traditions while planning for the future. It is a safe and livable city with a healthy economy that recognizes the importance of working with citizens and local partners.

OUR VALUES

People

Service

Innovation

Integrity

Fiscal Responsibility

GOVERNANCE & ORGANIZATION

Weatherford operates under the council-manager form of government. The City Council consists of four members and a Mayor. The Mayor and Council Members are elected at-large by place and serve staggered three-year terms.

City administration is responsible for coordinating and overseeing the efficiency of all departments, under the direction of the City Council, and for implementing the policies, procedures, and programs established by the Council.





FINANCE OVERVIEW

The Finance Department serves as the fiscal steward of the City of Weatherford, managing comprehensive financial operations including accounting, budgeting, payroll, purchasing, and utility financial services. Through strategic financial leadership, policy development, and regulatory compliance, the department ensures sound financial management that supports the City's growth and community values.

The department is comprised of dedicated professionals working collaboratively to maintain fiscal responsibility, transparency, and accountability. Finance fosters innovation between departments, residents, and stakeholders to ensure financial decisions align with community needs and strategic priorities.

IDEAL CANDIDATE

The City of Weatherford's Director of Finance should be a strategic financial leader with extensive governmental accounting experience, exceptional analytical capabilities, and the vision to modernize finance operations while maintaining fiscal integrity.

- The Director of Finance must possess certain traits that are essential to success:
- Demonstrates exceptional interpersonal skills with ability to mentor staff, build collaborative relationships, and communicate complex financial concepts to diverse audiences.
 - Brings innovative thinking and leadership to financial operations, with experience in policy development, system optimization, and process improvement initiatives.
 - Exceptional written and verbal communication abilities, with proven experience presenting to elected officials, managing stakeholder relationships, and maintaining the highest ethical standards.
 - Strong knowledge of GASB standards, GFOA best practices, and modern financial management technologies.
 - Knowledge of debt management, investment policies, utility financial operations, and Texas municipal finance laws.
 - Proven success managing audit processes, federal grant compliance, internal controls, and fraud prevention measures in a governmental environment.



KNOWLEDGE/SKILLS/ABILITIES

Extensive knowledge of current GASB principles and GFOA best practices.

Comprehensive understanding of governmental budgeting, debt management, investment policies, and Single Audit compliance requirements.

Proficiency in Tyler Munis ERP system administration, data analytics tools and financial modeling.

Extensive knowledge of federal, state, and local regulations including payroll compliance, procurement laws, utility regulations, and Texas municipal finance requirements.

Ability to build and maintain effective relationships with elected officials, department heads, external auditors, and diverse stakeholders; exceptional presentation skills.

Advanced mathematical and statistical analysis capabilities; ability to evaluate complex financial data, identify trends, and provide strategic recommendations.

Ability to manage multiple complex initiatives simultaneously, implement process improvements, and navigate sensitive financial matters professionally.

Commitment to staying current with evolving governmental accounting standards, best practices, and modern financial management approaches.

ESSENTIAL DUTIES

Provides strategic leadership and direction for comprehensive finance operations; develops, monitors, and revises financial policies and procedures; formulates cash and debt management programs.

Supervises finance staff including Budget Manager, Senior Accountant, Payroll/HR Specialist, Purchasing Coordinator, and Accounts Payable Coordinator; provides oversight of utility billing operations including Utility Services Manager and billing staff through the Budget Manager; provides mentoring and professional development.

Serves as primary financial advisor to Assistant City Manager/CFO, City Manager, and department heads; prepares comprehensive financial analysis and strategic recommendations.

Oversees annual budget development through Budget Manager; reviews revenue projections and expenditure estimates; presents financial recommendations to City Council.

Coordinates annual independent audit including Single Audit compliance; prepares Annual Comprehensive Financial Report (ACFR); maintains relationships with external auditors.

Implements robust internal control systems and fraud prevention measures; ensures compliance with federal, state, and local financial regulations.

Directs payroll operations, purchasing processes, and accounts payable functions; ensures accuracy, compliance, and efficiency in all financial operations.

Oversees Tyler Munis ERP system administration and optimization; ensures data integrity, user training, and system security coordination with IT department.

Manages utility rate analysis, revenue projections, and regulatory compliance; coordinates with utility operations through Budget Manager.

Serves as primary liaison with auditors, bond rating agencies, financial institutions, and other governmental entities; represents City's financial interests professionally.



EDUCATION & EXPERIENCE

REQUIRED

- Bachelor's degree in Finance, Accounting, Public Administration, or Business Administration from an accredited institution
- Ten (10) years progressively responsible experience in governmental or public sector finance
- Three (3) years management or supervisory experience
- Valid Texas Driver's License with driving record meeting City guidelines

PREFERRED

- Master's degree in Finance, Accounting, Public Administration, or related field
- CPA designation or GFOA certifications - CGFO and/or CPFO (or ability to obtain within two years)
- Public accounting or audit experience including Single Audit and GASB compliance
- Tyler Munis ERP experience with system administration capabilities
- Utility financial management including rate studies and regulatory compliance
- Debt issuance and investment management experience



COMPENSATION & BENEFITS

Compensation: \$165K – \$201K

Health Benefits: Low cost Medical/Rx, Dental, and Vision coverage

Paid Leave: 160 hours of paid time off annually, 80 hours of paid parental leave, and 12 paid holidays

Retirement: Texas Municipal Retirement System (TMRS) with a 7% mandatory employee contribution and 2:1 employer match. Five-year vesting. Retirement eligibility at 20 years of service or age 60 with 5 years of service

Additional Perks: Monthly phone/data allowance, monthly vehicle allowance, gym membership reimbursement, and flexible work schedule options





APPLICATION PROCESS

To apply for this position, visit: ClearCareerPro.com/career-opportunities

For more information on this position, contact:

Diana Allen, Director of Human Resources

City of Weatherford

P.O. Box 255

Weatherford, TX 76086

Email - dallen@weatherfordtx.gov

Phone - (817) 598-4208

The City of Weatherford does not discriminate on the basis of race, color, religion, gender identity, national origin, age, disability, veteran status, sexual orientation, marital status, or any protected class.

The City of Weatherford is a drug-free and smoke-free workplace.

RESOURCES

City of Weatherford
weatherfordtx.gov

Chamber of Commerce
weatherford-chamber.com

Experience Weatherford
experienceweatherford.com

Choose Weatherford
chooseweatherford.com

Weatherford ISD
weatherfordisd.com

