



*Finance Director*

City of Ovilla

Texas

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Clear Career Professionals

# Local Lifestyle

Located just 25 miles south of downtown Dallas, Ovilla, Texas, offers the perfect blend of small-town charm and big-city convenience. For finance professionals looking to advance their careers, Ovilla provides a unique opportunity to work in a close-knit community while staying within easy reach of the vibrant Dallas-Fort Worth metroplex.

Ovilla is a picturesque town with a population of around 4,500 residents, known for its friendly atmosphere and welcoming spirit. The community is proud of its rich history, dating back to the mid-1800s, which is still evident in the beautifully preserved historical buildings and the annual community events that celebrate its heritage. These events, along with seasonal festivals and local markets, provide numerous opportunities to connect with neighbors and immerse yourself in the local culture.

Ovilla, located within the Red Oak Independent School District, is renowned for its dedication to educational excellence and student achievement. Additionally, it is served by the Midlothian Independent School District and Ovilla Christian School. These schools are a major attraction for young professionals seeking high-quality education for their children.

Outdoor enthusiasts will find plenty to do in Ovilla and the surrounding areas. The town boasts several parks, walking trails, and green spaces perfect for a weekend picnic or a leisurely stroll. Proximity to Joe Pool Lake offers additional opportunities for boating, fishing, and enjoying the natural beauty of North Texas.

Despite its small size, Ovilla's location provides quick and easy access to the economic and cultural opportunities of Dallas. Whether it's enjoying a night out in the city, attending a major sporting event, or exploring Dallas's extensive arts and cultural scene, Ovilla residents have it all within a short drive.

Ovilla's combination of a peaceful, community-oriented lifestyle and proximity to Dallas makes it an attractive option for finance professionals seeking a fulfilling career in municipal finance. It's a place where you can build a successful career while enjoying the benefits of a warm, friendly community.



Population  
4,500



Median Income  
\$109,130



Median Home Value  
\$349,100

# Workplace Culture

At the City of Ovilla, workplace culture is shaped by a commitment to collaboration, innovation, and excellence in public service. Under the leadership of City Manager David D. Henley, who brings over 28 years of municipal experience, employees are encouraged to work together across departments to achieve common goals. Mr. Henley's leadership style is rooted in servant leadership, focusing on serving the community and supporting his team to reach their full potential.

Henley's extensive background brings a unique perspective to his role. His approach is both disciplined and empathetic, ensuring that all employees feel valued and supported. This leadership style has fostered a workplace environment where employees thrive, contributing to a stable and empowering atmosphere.

The Finance Department, where the new Finance Director will play a crucial role, operates with a strong focus on transparency and public access to financial information. The department uses Fundview accounting software to maintain high standards of accuracy and efficiency, with a continual goal of achieving recognition for financial transparency.

Employees in Ovilla are not just part of a team; they are part of a community that values innovation and strives to improve processes and services continually. The Finance Director position is a key role that reports directly to Mr. Henley, offering an excellent opportunity for a finance professional to make a significant impact on the city's operations.



# The Position

The Finance Director position with the City of Ovilla is an exceptional opportunity for a seasoned finance professional to lead and manage a comprehensive municipal finance operation. This role is critical to the city's financial health, overseeing an annual budget exceeding \$6 million and ensuring that all financial activities align with the highest standards of accountability and transparency.

The Finance Director will play a pivotal role in developing and managing the city's budget, working closely with the City Manager to compile and present the annual fiscal plan. This includes administering the budget after its adoption by the City Council and providing ongoing budget monitoring and analysis to ensure financial stability and compliance.

In addition to budgetary responsibilities, the Finance Director will be tasked with supervising a dedicated Finance Clerk and overseeing key financial functions, such as payroll, accounts payable, accounts receivable, and financial reporting. This role also includes maintaining and reconciling an array of general ledger accounts, ensuring all financial transactions are accurate, timely, and in compliance with federal, state, and local regulations.

A critical aspect of this position is the responsibility for maintaining financial transparency. The Finance Director will manage the city's financial transparency initiatives, ensuring that information is accessible and accurate on the city's website. This role also involves preparing and presenting financial reports to the City Manager, City Council, and other relevant bodies, as well as coordinating the city's annual audit and any special audits.



# The Ideal Candidate

The ideal candidate for the Finance Director position with the City of Ovilla is a seasoned finance professional with substantial experience in municipal finance. This role is crucial to managing and overseeing the city's financial operations, including an annual budget exceeding \$6 million. The candidate must possess a strong foundation in government accounting principles and be adept at ensuring compliance with federal, state, and local regulations.

## Key Qualifications:

**Municipal Finance Experience:** A minimum of three years of professional experience in municipal finance, budgeting, or financial management is essential. Candidates should have a demonstrated ability to manage complex financial operations within a municipal setting.

**Education:** A Bachelor's degree in accounting, finance, business, or public administration with a concentration in accounting or finance is required. While a CPA is not mandatory, it is highly regarded and would be considered a significant advantage.

**Technical Skills:** Proficiency in Fundview accounting software is desirable. The role also demands strong skills in budget forecasting, financial reporting, and a comprehensive understanding of Texas ad valorem tax processes.

**Leadership and Supervision:** Experience in supervising finance staff, particularly in a municipal environment, is important. The Finance Director will be responsible for managing and training the Finance Clerk, ensuring that all financial processes are handled efficiently and accurately.

**Regulatory Compliance:** The ideal candidate will have a deep understanding of relevant laws, codes, and regulations that govern municipal finance. They will be responsible for maintaining compliance with all financial reporting and procedural standards.

**Analytical and Problem-Solving Abilities:** Strong analytical skills are necessary to interpret complex financial data and make sound recommendations. The ability to devise and implement improved accounting procedures is essential for this role.

# Compensation and Benefits

The City of Ovilla offers a salary range of \$90,000 - \$115,000 for this position commensurate with experience and qualifications. The organization also provides a competitive benefits package including 100% city funded medical insurance with dental and vision options, as well as term life insurance. Additional benefits include 14 paid holidays, 80 - 160 hours vacation leave, sick leave, longevity pay, and annual vacation buyback program.

The City of Ovilla participates in the Texas Municipal Retirement System (TMRS) 7% employee contribution with a 2:1 employer match.



# How To Apply

The position is open until filled.

First Review Deadline: 5 p.m. Friday, September 27th 2024

Please email your cover letter and resume in .pdf format to [applyovilla@clearcareerpro.com](mailto:applyovilla@clearcareerpro.com)

Faxed and mailed submissions will not be considered.

For more information on this position contact:

Michael Boese, President

[michael@clearcareerpro.com](mailto:michael@clearcareerpro.com)

[\(972\) 837-0916](tel:(972)837-0916)

Candidate materials will be screened in relation to the criteria described in this brochure. Candidates deemed to be the most highly qualified will be invited to participate in the selection process. The selection process will include virtual interviews with the most qualified candidates and final interviews with the City and its representatives. Appointment is subject to completion of a thorough background and reference verification.

## Resources

<https://www.cityofovilla.org/>

[Dallas County Website: https://www.dallascounty.org/](https://www.dallascounty.org/)

[Ellis County Website: https://co.ellis.tx.us/](https://co.ellis.tx.us/)

[Red Oak ISD Website: https://www.redoakisd.org/](https://www.redoakisd.org/)

<https://www.midlothianisd.org/>

[Chamber of Commerce: https://www.redoakareachamber.org/](https://www.redoakareachamber.org/)



*The City of Ovilla is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, genetic information, or any other status protected by law or regulation. It is the City's intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.*