EXECUTIVE SEARCH PROVIDED BY STRATEGIC GOVERNMENT RESOURCES
The Community

Ideally situated in north central Texas, Dallas County has a population of almost 2.5 million and is the ninth most populous county in the United States. Dallas County encompasses thirty diverse, growing cities, with a vibrant, well-educated population. Dallas, the county seat and a thriving regional hub, is the third-largest city in the state and the ninth-largest in the country.

Dallas County is home to nationally recognized research institutions like UT-Southwestern and UT-Dallas and has the fourth-largest concentration of Fortune 500 corporate headquarters in the country, including Texas Instruments, Kimberly-Clark, and Southwest Airlines. The Dallas Federal Reserve Bank, operations centers for JP Morgan Chase, Citicorp, and Capital One, and major distribution centers for Amazon, Frito-Lay, Whirlpool, and Wal-Mart are also located within the county. An active and innovative small business community has spurred phenomenal economic growth over the past several decades, which will continue into the future.

The county boasts exceptional connectivity with a ground-based and air-based transportation network that feeds area economic activities. DFW International Airport, one of the nation’s busiest airports, serves over 60 million passengers. Love Field also provides passenger services and corporate light services. The area has an extensive freeway system with numerous east-west and north-south corridors. Dallas Area Rapid Transit (DART) provides light rail and commuter rail services, as well as buses and vans, throughout the City of Dallas and surrounding areas.

Residents and visitors alike enjoy access to unmatched recreational and cultural amenities and some of the best shopping and dining experiences to be had in the southwest, with four and five-diamond/star hotels and restaurants, the largest urban arts district in the nation, 13 entertainment districts, year-round sports, and much more. The county has established one of the largest county open space systems in the state with the system now containing almost 3,400 acres of environmentally unique land, and it is now helping build a comprehensive trail system (over 100 miles presently exist in the county) so that it will be possible to travel from neighborhoods to major employers, retail areas, entertainment areas, universities, light rail stations, and parks without the use of a car.
Dallas County is governed by a Commissioners Court, which consists of the County Judge (the chairperson of the Court), who is elected county-wide, and four Commissioners, who are elected by voters in each of four districts. The Commissioners Court serves as the legislative and executive branch of government, with budget authority over most county departments. The County hires a County Administrator who is responsible for the day-to-day management of the Commissioners Court and implementing the Dallas County Master Plan and directives of the Commissioners Court. Darryl Martin has been with the County since 2009.

The Commissioners Court sets the county tax rate, adopts the budget, appoints boards and commissions, approves grants and personnel actions, and oversees the administration of county government. The Commissioners Court also approves the budget and sets the tax rate for the hospital district, which provides acute medical care for citizens who otherwise would not receive adequate medical services.

Dallas County has one of the lowest property tax rates in the state. Its fiscal policies and management practices have allowed it to be regarded as one of the best run counties in the country by Governing Magazine, and it is one of only a few counties in the United States to have a “AAA” bond rating from both Moody’s and Standard & Poor’s.

The county employs over 6,500 and has an FY2018 total budget of $1.03 billion.
ABOUT THE DEPARTMENT

The Dallas County Office of Budget and Evaluation (OBE) is charged with developing a proposed County budget for consideration, modification, and adoption by the Dallas County Commissioners Court. Each annual budget cycle is approximately five months long, beginning with department heads preparing their requests and ending with budget and tax rate adoption in September.

OBE is responsible for assisting departments with their requests and with offering a funding recommendation to the Commissioners Court after evaluation of the critical nature of the need, the stated policy objectives of the Commissioners Court, and the overall financial climate in which county government operates. Department heads and the public at large are given the opportunity to present their arguments for additional resources, after which the Commissioners Court renders its budgetary decision.

OBE also operates as an analytical arm of the Commissioners Court, conducting operational analysis of programs and assisting departments with performance measures. A quarterly performance reporting system has been established by OBE. The most recent performance reports and the annual budget and capital improvement plan are available on the County's website.
ABOUT THE POSITION

In accordance with our Organizational Chart, the Budget Director, under the Supervision of the Commissioners Court through the County Administrator, oversees the planning, preparation, and presentation of the County’s annual operating and capital budgets, tax policies, and long-range financial forecasts.

Essential duties include:

- Directs the work activities of assigned staff, including the compilation, review, examination, and interpretation of financial data; recommendations for the future; and the implementation of new ideas and financial strategies.
- Plans and directs the County’s annual budget process by directing the review, recommendation, and presentation of operational and financial plans submitted by departments that outline prospective programs and services, including proposed funding increases and new initiatives, estimated costs and expenses, and capital expenditures needed to finance these programs and services.
- Maintains communication with elected officials and department heads, providing relevant financial information.
- Responds to questions from the Commissioners Court, other departments, and the general public.
- Ensures the accuracy of budgetary information and research and prepares analytical reports.

Five employees report to the Budget Director, including an assistant director. The Budget Director is accountable for a budget of approximately $640 million, which includes a General Fund of approximately $370 million.
IDEAL CANDIDATE

Dallas County is recruiting an experienced, service-oriented Budget Director with strong leadership skills and a collaborative management style. The ideal candidate will be a highly ethical, politically astute individual who will foster a culture of accountability and transparency in the department.

The County seeks a Budget Director with a public finance background and extensive knowledge of government accounting. The selected Budget Director must be able to understand and analyze financial statements and budgetary requirements. The chosen candidate will be experienced in implementing best practices and efficient technology solutions. Significant experience with budget and finance software products, such as Oracle, is essential.

A visionary, innovative, and strategic thinker, the new Budget Director will have a big picture perspective yet remain detail-oriented to ensure quality service. The successful candidate will be a person of high integrity who is able to thrive in a fast-paced, ever-changing environment and take a proactive approach to problem solving. A candidate who can remain flexible and unbiased when conflicts or challenges arise is strongly desired.

The selected individual will possess the ability to communicate effectively, both verbally and in writing, and establish and maintain harmonious, productive working relationships with employees, other departments within the organization, and the general public. The Budget Director works directly with the County auditor and elected officials on a daily basis and must be able to present sound, well-researched recommendations to assist the County in making informed decisions.
EDUCATION & EXPERIENCE

The selected candidate must hold a bachelor’s degree in a related field. A master’s degree is preferred. Seven (7) years of professional work experience directly related to budget and/or financial administration, including five (5) years of supervisory experience, is required.

COMPENSATION & BENEFITS

The salary range for this position is $171,000-$214,000, depending on qualifications and experience. Dallas County offers an attractive benefits package that includes a retirement program, health and dental insurance, flexible spending account, health savings account, domestic partners program, vacation, holidays, and sick and military leave.
APPLICATION PROCESS

Please apply online at: http://bit.ly/SGRCurrentSearches

For more information on this position contact:

**Lissa Barker, Senior Vice President**
Strategic Government Resources
LissaBarker@governmentresource.com
817-266-0647

This position is open until filled.
To view the status of this position, please visit:

Dallas County is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.

RESOURCES

Dallas County
www.dallascounty.org

City of Dallas
www.dallascityhall.com

Office of Budget and Evaluation
www.dallascounty.org/departments/budget

Dallas Regional Chamber
www.dallaschamber.org