

Notice of Vacancy – Deadline Extension

Reference Number: DOE-026-24

Title: Director, Office of State Monitors (Government Representative 1)

Range/Title Code: X98/55512

Salary: \$140,000.00

Position Number: 051824

Issue Date: April 1, 2024

Closing Date: May 15, 2024

Core Hours of Operation: 7:30 a.m. – 5:30 p.m.

Location: Trenton, New Jersey

Division: Division of Finance and Business Services, Office of State Monitors

Description

Under the direction of the Assistant Commissioner/Chief Financial Officer, manage and direct the work of a group of certified public accountants and fiscal policy experts responsible for providing a full range of financial and business operation services including auditing; accounting; budget development and execution; and financial management. Manage the development and oversight of all areas of fiscal policy as it pertains to fiscally distressed or fiscally at-risk school districts operating in the State of New Jersey. Direct the development of processes and criteria to determine the districts that may be at risk by analyzing multiple data sources. Develop an assessment protocol supported by adequate source documentation. Oversee monitoring that at-risk districts have properly budgeted and are expending district funds in accordance with applicable statutes, code, regulations, and guidelines. Provide guidance to State Monitors appointed to school districts and identify State Monitors to be assigned to fiscally distressed school districts. Assess the fiscal viability of at-risk districts and develop the recommended actions necessary to ensure the district meets all financial obligations and requirements. Assist identified districts with the comprehensive school district budgeting process in accordance with applicable statute, regulations, and industry best practices; and performs other related work as required.

Requirements

Education

Graduation from an accredited college or university with a Bachelor's degree in Accounting, Finance, Economics, Business Administration, Public Policy, or other related field.

Note: Applicants who do not possess the required education may substitute additional experience as indicated on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of college.

Experience

Seven (7) years of professional experience in a related field, four (4) years of which shall have been in a supervisory capacity.

Preferred Education/Experience

Applicants hold current Certified Public Accountant (CPA) licensure or hold a School Business Administrator certification. Applicants have a minimum of seven (7) years as a School Business Administrator.

Open to the Following

In accordance with the New Jersey First Act P.L. 2011 c.70, effective September 1, 2011, new public employees are required to obtain New Jersey residency within one (1) year of employment.

Applicants must meet the requirements listed above.

Interested candidates may apply via: <https://www.nj.gov/education/careers/>.

Authorization to Work

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Immigration and Customs Enforcement regulations. Note: The State of New Jersey does not provide sponsorships for work visas.

SAME Applicants

If you are applying under the NJ “SAME” program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program, visit their website at: nj.gov/csc/same/overview/index.shtml, email: CSC-Same@csc.nj.gov, or call the Civil Service Commission at (609)-292-4144, option 3.

EOE/AA Statement

The New Jersey State Department of Education is an Equal Opportunity Employer, has an Affirmative Action Program, and will not discriminate against any person because of race, creed, religion, color, national origin/nationality, ancestry, age, sex/gender (including pregnancy), marital status/civil union partnership, familial status, affectional or sexual orientation, gender identity or expression, domestic partnership status, atypical hereditary cellular or blood trait, genetic information, disability, (including perceived disability, physical, mental, and/or intellectual disabilities), or liability for service in the Armed Forces of the United States, and is committed to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.