

Position Title:

Chief Financial Officer

Location:

Houston, Texas (Greater Houston Area)

Company Description:

The Gulf Coast Protection District is a special district created in 2021 by the 87th Texas Legislature to oversee the implementation of a comprehensive coastal resilience strategy for the upper Texas coast, assuming the role of non-federal sponsor in the U.S. Army Corps of Engineers led Coastal Texas and Sabine Pass to Galveston Bay Projects. The GCPD contains approximately 5,220 square miles of land covering Chambers, Galveston, Harris, Jefferson, and Orange counties. The GCPD's mission is to protect Gulf Coast communities, the environment, and economic activity from storm surge. For more information about the GCPD, visit <https://www.gcpdtexas.com>.

Job Description:

The District has an immediate opening for an executive-level position to serve as Chief Financial Officer for the District. The District is currently advancing multiple infrastructure projects totaling over \$30B with over \$900M in State funding to these projects date. The selected applicant will be responsible for directing and overseeing all financial planning and financial management activities for the District in coordination with the Executive Director, the District's bookkeeper, the District's partners, and the Texas General Land Office.

The successful applicant should be based in the greater Houston area or be able to efficiently relocate to the greater Houston area. This full-time position reports directly to the Executive Director.

Responsibilities:

- Oversee and direct financial planning, accounting activities, and audit functions for the District.
- Prepare, monitor, and manage annual budgets and budget amendments in coordination with the bookkeeper and District Executive Team.
- Work collaboratively with the District Executive Team to develop near-term and long-term plans to support the District's activities / obligations.
- Work collaboratively with the District Executive Team to assess legislative funding needs.
- Oversee and direct activities of District's financial consultants, including but not limited to the District's bookkeeper and the District's auditor.
- Serve as the financial liaison between the District and the U.S. Army Corps of Engineers and the Texas General Land Office.
- Collaborate with Executive Team, Texas General Land Office, and District consultants on Local Cooperation Agreements.
- Provides direction, guidance, and assistance to enhance and strengthen accounting controls.
- Report on financial activities to the Gulf Coast Protection District Board of Directors.
- Monitor compliance related to financial procedures, rules, regulations, and local cooperation agreements of the District.
- Oversee and implement appropriate practices to ensure that the operations of the District are in compliance.

- Advise Executive Director on support staff needs.
- Perform other duties that may be added or changed as the course and scope of the job directs.

Qualifications:

Minimum:

- Bachelor's degree in business, accounting, finance, or related/applicable field
- 10 years of experience in public/private sector financial management roles
- 5 years of experience in senior financial management roles
- Familiarity with Texas state agency or local government financial/accounting requirements and practices
- Previous experience managing employees or consultants
- Strong communication skills

Preferred:

- Master's degree in business administration, accounting, finance, or related/applicable field
- 15 years of experience in public/private sector financial management roles
- 10 years of experience in senior financial management roles
- Prior experience in financial management with a Texas state agency
- Prior experience in financial management with a Texas special district or local government
- Familiarity with the Texas biennial budget process, including experience working with State agencies and/or legislators/staff and the Legislative Budget Board
- Familiarity with Federal Civil Works financial functions, including work-in-kind and LERRD crediting requirements and procedures
- Knowledge of the greater Houston area and the Texas gulf coast, in addition to familiarity with project partners and key stakeholders

Knowledge, Skills and Abilities:

- Knowledge of state business administration and accounting principles and practices; of policies and procedures of purchasing and procurement of goods.
- Ability to interpret policies, procedures, and regulations; to evaluate fiscal data for reasonableness, necessity, to communicate effectively with internal and external contacts regarding all aspects of the District, and to supervise the work of others.

Additional Information:

We offer a competitive salary and comprehensive benefits package, including participation in the Texas County & District Retirement System (TCDRS) and the Texas Municipal League (TML) health insurance plans, sick leave, state holidays, and paid time off. TCDRS may be compatible with other State of Texas retirement plans. The offered rate of compensation will be based on individual education, qualifications, and experience. The salary range for this position is \$150,000 to \$200,000. Note:

- This position does not include sponsorship for United States work authorization
- This position does not include relocation costs

- Ability to travel periodically is required (less than 25% of the time)

Other: Must have a valid Texas driver's license and safe driving record. Applicants may be subject to a driving record and criminal background check. Employment of selected candidate is contingent upon the receipt of an acceptable criminal background check. Must have reliable transportation. Mileage reimbursed at the current allowable rate.

How to Apply: To be considered for this position, submit resume and cover letter to Nicole Sunstrum at Nicole.Sunstrum@gcpdtexas.com. All applications must contain complete job histories, which includes job title, dates of employment, name of employer, and a description of duties performed. You may also include up to three references. If this information is not submitted, your application may be rejected as incomplete. Only interviewed applicants will receive notice of the final disposition of the selection process.

An Equal Opportunity Employer

The Gulf Coast Protection District is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, sexual orientation or disability in employment or in the provision of services. In compliance with the Americans with Disabilities Act, any requests for reasonable accommodation needed during the application process should be communicated by the applicant to Grace Bader at grace.bader@gcpdtexas.com.