



# COMMONWEALTH OF VIRGINIA

DEPARTMENT OF ACCOUNTS  
COMPTROLLER

Working for Virginia State Government means working with others who care about making a difference in our communities across the Commonwealth. It is about providing programs, creating infrastructure, and working with people to provide services to Virginia's 8.62 million citizens. It is about making Virginia the best – the best place to live, work, and raise a family.

Fahrenheit Advisors has been engaged to assist the Commonwealth of Virginia in finding a visionary financial leader ready to drive transformative change that will shape the future of the Commonwealth of Virginia. We are seeking a leader who is passionate about automating processes, increasing efficiencies and accountability, and inspiring teams to reach new heights. If you have been a catalyst for change and are looking for an extraordinary opportunity that will leave a lasting imprint on Virginia, we invite you to connect with us to explore this unique role.

**The Comptroller** – Director of the Department of Accounts for The Commonwealth of Virginia - is a highly visible and impactful role that requires a leader adept at building strong rapport and relationships at every level throughout the Commonwealth. Our world is facing rapid change and this role requires a leader prepared to rethink processes, implement automation and modernize how business is done throughout the Commonwealth.

## A REASON TO CHOOSE A CAREER IN VIRGINIA STATE GOVERNMENT

### Opportunity For Impact

This is a highly visible and transformative role for the Commonwealth

### Great Benefits

“We offer an excellent package of benefits to help you take care of you and your family.”



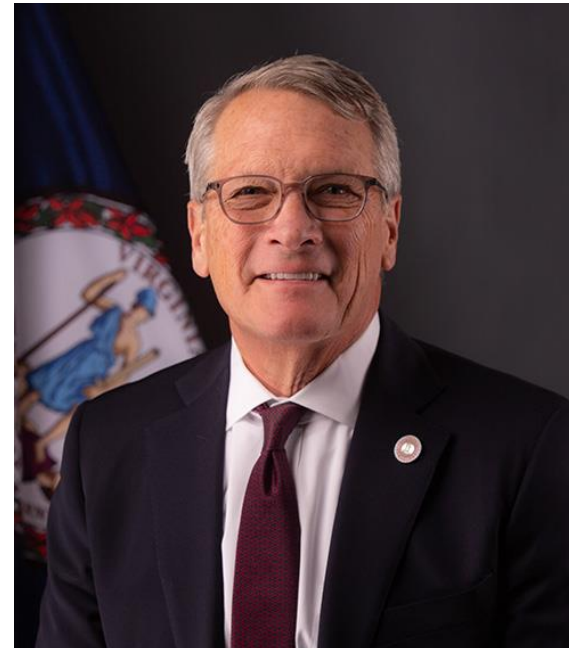
The Comptroller reports to the Secretary of Finance who provides guidance to the four key agencies within the Finance Secretariat. These agencies handle all the financial transactions of the Commonwealth – from collecting taxes to paying bills and distributing aid to localities. The Secretary of Finance reports directly to Governor Glenn Youngkin, the 74<sup>th</sup> Governor of the Commonwealth of Virginia. The Comptroller has oversight of 150+ employees and contractors and has 11 direct reports.

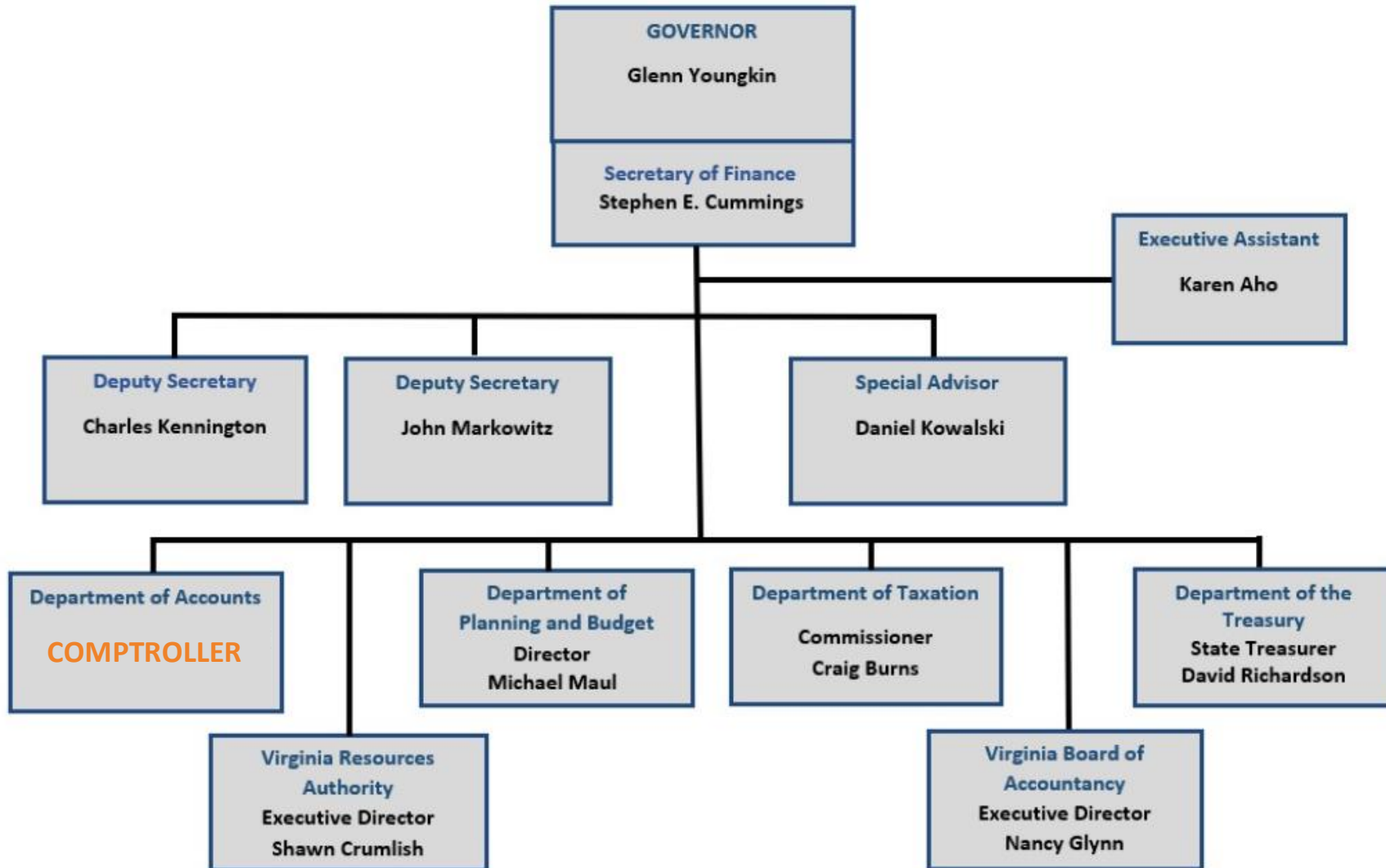
## SECRETARY OF FINANCE RESPONSIBILITIES

- › Forecasting and collecting revenues
- › Managing the Commonwealth’s cash and investments
- › Selling bonds
- › Overseeing internal audits
- › Making strategic financial plans
- › Preparing and executing the Commonwealth’s budget.

## STEPHEN CUMMINGS

Stephen Emery Cummings took the oath of office to serve as Secretary of Finance on January 15th, 2022. He oversees the four main Finance agencies in the Commonwealth of Virginia: Department of Accounts, Department of Planning and Budget, Department of Taxation, and Department of the Treasury – along with the Virginia Resources Authority and Virginia Board of Accountancy.





The Department, under the direction of the State Comptroller, is responsible for: providing a unified financial accounting and control system for state funds; developing a comprehensive system of checks and balances between state agencies entrusted with the collection, receipt and disbursement of state revenues; and maintaining a central accounting system for all state agencies and institutions.

## MISSION

To provide a uniform system of accounting, financial reporting, and internal control adequate to protect and account for the Commonwealth's financial resources, while supporting and enhancing the recognition of Virginia as the best managed state in the union. More information is available in DOA's Strategic Plan and Service Area Plan.

## HISTORY

In 1927, the General Assembly created the Division of Accounts and Controls in the Department of Finance, and in 1966, it was renamed the Department of Accounts.

## ETHICS

- › Dedicate our efforts toward earning the respect, trust, and confidence of elected and appointed officials, those with whom we work, and the public.
- › Commit to the highest ideals in the stewardship of public resources.
- › Exercise prudence and integrity in managing the Commonwealth's finances.
- › Provide all reports and information in conformance with applicable laws, regulations, and professional standards.
- › Strive for professional excellence by maintaining and enhancing professional knowledge, skills, and abilities for ourselves and our colleagues.
- › Maintain and promote nonpartisanship in our professional dealings.
- › Act with integrity in all relationships.
- › Strive to provide performance and counsel of the highest quality.
- › Treat all persons in an evenhanded, respectful, and courteous manner.
- › Abide by Virginia's Standards of Conduct for Employees and related regulations.
- › Hold ourselves accountable for adhering to this Code of Ethics.

## Tasks & Responsibilities:

- › Directing the Commonwealth’s Department of Accounts, consisting of more than 170 accounting and finance professionals. The Department of Accounts provides resources, services, information systems, fiscal and accounting oversight, guidance and other support to state agencies and institutions.
- › Maintaining the Code-required general ledger for the Commonwealth, which contains all central information for cash-basis accounting, budget monitoring and Appropriation Act compliance.
- › Providing the Commonwealth’s Annual Comprehensive Financial Report (ACFR) in accordance with generally accepted accounting principles (GAAP).
- › Providing the Comptroller’s annual report to the Governor on the budgetary (cash) basis of accounting.
- › Preparing periodic financial reports, including:
  - › Monthly report on General Fund, Lottery and certain Transportation revenue collections
  - › Monthly report on General and Non-general Fund cash balances
  - › Quarterly statewide report on compliance with accounting standards
  - › Federally required Schedule of Expenditure Federal Awards (SEFA)
  - › Off-balance sheet financial obligations
- › Evaluating and implementing internal control systems, including oversight of the Commonwealth’s Agency Risk Management and Internal Control Standards (ARMICS).
- › Developing and implementing accounting policies in compliance with financial and accounting regulations.
- › Assessing current accounting operations, offering recommendations for improvement and implementing new processes.
- › Performing financial risk assessments and conducting internal audits.
- › Developing and monitoring business performance metrics.
- › Providing leadership to the agency’s executive staff and ensuring effective performance management practices are followed.

### TO APPLY:

If you think your qualifications are a match and you are interested in further pursuing this position, please click [HERE](#) to view the entire job description and formally apply.

# POSITION DESCRIPTION – COMPTROLLER

## Tasks & Responsibilities Continued:

- › Collaborating with agency peers to promote strategic initiatives.
- › Managing the agency's accounting employees including hiring, training, and retaining accounting staff.
- › Managing the Commonwealth's:
  - › Shared services programs for payroll and accounts payable
  - › Vendor Payment Set-off program
  - › Small purchase charge card program
  - › Electronic Data Interchange (EDI)
  - › Indirect cost allocation plans
  - › Intergovernmental Cash Management Act activities
  - › Coordination of intra-governmental loans and lines of credit

## Qualifications:

- › A CPA and considerable experience in a Controllership/CFO role in a large and complex organization is required.
- › Expertise in protecting critical systems and information from cyber-attacks.
- › Familiarity with the use of robotic process automation and artificial intelligence to gain efficiencies.
- › A Certified Government Financial Manager (CGFM) certification is preferred.
- › Recent experience in the implementation of enterprise resource planning systems is preferred.

## Compensation & Benefits:

- › Maximum annual salary is established in the 2022 Appropriation Act at \$209,891.
- › The position is eligible for Commonwealth health and pension benefits, including an optional deferred compensation program for political appointees.



## **TO APPLY:**

If you think your qualifications are a match and you are interested in further pursuing this position, please click [HERE](#) to view the entire job description and formally apply.

Benefit	Employer/Employee Paid
Health Plans	<p>There is an option to choose from <u>a variety of health plan options</u> that can include:</p> <ul style="list-style-type: none"> <li>• COVA Care</li> <li>• COVA Healthware</li> <li>• COVA HDHP</li> <li>• Kaiser Permanente HMO</li> <li>• Optima Health Vantage HMO</li> <li>• Tricare</li> </ul>
PTO	<p>Leave is determined by <u>Governor Glen Youngkin's Leave Policy</u> with possible additional family person and sick leave dependent on the retirement plan selected.</p> <p>13 paid holidays</p>
Retirement	<p>Choice of two plans</p> <ul style="list-style-type: none"> <li>• <u>Optional Retirement Plan for Political Appointees</u></li> <li>• <u>Hybrid Retirement Plan</u></li> </ul>



# ABOUT RICHMOND, VIRGINIA

Right here in the Richmond region, an eclectic culture has popped up through the cobblestones. Here, murals cover the walls of local restaurants and shops. Richmond has charming neighborhoods like the Fan District, which was named one of The South's Best Neighborhoods by *Southern Living*. Major art museums draw national attention. Artisans share their talents in shops and markets. Food is an art here, too. In fact, *National Geographic* put Richmond on their list of the world's – yep, the world's – “top 10 places to travel for food.”

Running through it all: the James River. You can whitewater raft through downtown on its class III and IV rapids. Bike the Virginia Capital Trail – it runs right alongside the James. Or, just hang out on the river rocks with your dog. People enjoy Richmond's intricate canals and easy access to the James River. It also has an abundance of up-and-coming nightlife and neighborhoods.

Richmond is a place of stories, with 300+ historic markers to prove it. A place of architectural eye candy. Richmond is a particularly walkable city, and you can easily spend a day wandering its beautiful streets and admiring its stunning, well-preserved architecture. A place where you can drive from one great experience to another, and it's within a day of most of the east coast. So read on. Dive in like a local.

Virginia's capital city has it all. From buildings that date back to as early as 1742 to plentiful outdoor green space and a wide selection of modern craft breweries, this city has a lively mix of old and new. Richmond is an up-and-coming destination for those interested in visiting Virginia.

Richmond has a deep and rich culture, wrenched from history, art, diversity, and unleashed creativity. There's a lot more than eye candy in this beautiful place. There's conversation – dialogue about the works of art, the nation-shaping events that happened here, and how it all creates who we are.

Richmond has a huge (and free) art museum, the Virginia Museum of Fine Arts, with barrier-breaker art like Kehinde Wiley's Rumors of War Statue. Next door is the Virginia Museum of History and Culture. Drive past the monuments to check out the Children's Museum of Richmond, the Science Museum of Virginia, and the Institute for Contemporary Art at VCU. Peppered between all these attractions are more than 100 murals, dancers, designers who are changing the fashion world, and musicians who draw crowds from all over. Richmond has concerts and festivals. Richmond is a destination with art at its epicenter.



[Richmondgov.com](http://Richmondgov.com)  
[Visitrichmondva.com](http://Visitrichmondva.com)

# ABOUT RICHMOND, VIRGINIA

## FACTS & FIGURES

- › 23,000 residents have moved to Richmond since 2010
- › 18% of households do *not* own a car
- › People biking or walking to work nearly doubled since 2000
- › New GRTC bus system triples number of residents within ½ mile of a frequent bus
- › 74 Walk Score
- › 75% of Richmonders live within a 10-minute walk of a park
- › There are nearly 3,000 acres of parkland in the City
- › Annual Rent Growth Up 3%
- › 7 Bus Stops Downtown

*Venturerichmond.com*

## FORTUNE 500 COMPANIES IN RICHMOND

- › Dominion Energy
- › Genworth Financial
- › Performance Food Group
- › Owens & Minor
- › Markel
- › Altria
- › Capital One
- › CarMax
- › ARKO

*Richmondbizsense.com*

## RELOCATION INFORMATION

For relocation information click [HERE](#)

## Downtown Employment



## Job Totals

	Downtown	City	Region
NUMBER OF JOBS	77,465	147,251	540,534
PRIVATE JOBS	50,910	119,258	502,249
KNOWLEDGE INDUSTRY JOBS	35,100	55,915	192,297
CREATIVE JOBS	1,246	2,914	9,895
PUBLIC ADMINISTRATION JOBS	10,865	16,813	29,509

*Venturerichmond.com*



Fahrenheit Advisors' client portfolio demonstrates successful search engagements across the U.S., from C-suite positions to middle-management roles. Our experience encompasses organizations of all sizes, across a wide variety of industries and in public, privately held, PE-owned, nonprofit and government organizations.

Fahrenheit Advisors' uniqueness and years of expertise add up to sophisticated insight: Knowledge and know-how to help companies navigate the difficult task of selecting high-impact team additions and candidates in making the right choices on career transitions.

I will partner with you to ensure you have everything you need to make an informed decision about your next career opportunity. We will work together from start to finish to navigate this opportunity and make sure it's a great fit for the next step in your career.

## TO APPLY:

If you think your qualifications are a match and you are interested in further pursuing this position, please click [HERE](#) to view the entire job description and formally apply.



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