



JUVENILE WELFARE BOARD OF PINELLAS COUNTY

The Juvenile Welfare Board of Pinellas County (JWB) has been making the health, safety, and well-being of our county's children a priority for 75 years. We invest in partnerships, innovation, and advocacy to strengthen Pinellas County children and their families.

JOB OPPORTUNITY

MARCH 14, 2025

The Juvenile Welfare Board offers a comprehensive benefits package, including medical, vision, dental, and life insurance as well as vacation and sick leave, tuition reimbursement, and participation in the Florida Retirement System among other benefits.

Position Title:	Director of Accounting/Controller	Department:	Budget, Accounting, and Program Finance
Reports To:	Chief Financial Officer	FLSA Status:	Exempt
Pay Grade:	115	Hiring Range:	\$95,012.23 - \$147,896.00 Salary commensurate with experience

The Juvenile Welfare Board of Pinellas County (JWB) is seeking a dynamic and forward-thinking **Director of Accounting/Controller** with a proven track record in leading public government accounting and finance day-to-day operations. The ideal candidate will have extensive experience in managing audit functions, ensuring compliance with accounting standards, and achieving financial goals. This role involves overseeing financial reporting, participating in organizational budgeting and forecasting, as well as implementing effective internal controls.

Position Purpose:

This position serves as a key member of the Finance Department management team contributing to strategic planning and decision-making processes and is responsible for directing the day-to-day operations of JWB's accounting and reporting activities. This role ensures compliance with Generally Accepted Accounting Principles (GAAP), governmental accounting standards, and guidelines, policies, and procedures of JWB and PCMS. The position directly oversees all general accounting activities, including agency accounts, capital assets, grant and payroll accounting, and the preparation of the annual audit report. Additionally, the role is responsible for reconciliation, treasury management, and maintaining accurate fiscal records across the organization.

Key Responsibilities:

- Provides vision, leadership, and innovation in developing organizational-wide accounting strategies for advancing JWB's institutional objectives.
- Plans, directs and supervises the work of professional staff and other personnel engaged in the activities of accounting, analysis and reporting, and related organizational funding. Of the 19 finance department employees, the position has four direct reports.
- Ensures compliance and accuracy in GASB financial reporting.
- Manages the receipt of cash and the disbursement of expenditures.
- Leads the development, maintenance, and implementation of appropriate internal control systems.
- Oversees external, internal, and other third-party financial audits.
- Supervises the preparation of reports to various state and federal agencies.
- Ensures timely and accurate compliance with newly enacted financial legislation, continuously monitoring existing regulations, accounting standards, and pronouncements to maintain JWB's adherence to GAAP. Implements new accounting standards and applicable financial laws.
- Analyzes financial statements, financial information, budgets, and forecasts to ensure accuracy, compliance, and alignment with organizational objectives.
- Assesses financial risks, identifies key performance indicators, and develops strategies for optimizing financial performance.
- Leads and mentors a team of accounting and fiscal specialists while fostering a culture of excellence and continuous improvement, including leadership and guidance to ensure timely deliverables.
- Directs all financial operations of the organization, including accounting, reporting, auditing, cash management, investments, and department personnel.
- Directs, maintains, and teaches financial policies and procedures for staff and operating departments to ensure accurate audit trails.
- Attends JWB official meetings, including Board meetings, Finance Committee meetings, and all other meetings related to the position.
- Resolves all discrepancies and problems arising from non-compliance with laws, rules, regulations, and generally accepted accounting principles.
- Updates guidelines and procedural manuals and obtaining required approvals.
- Plans and prepares balance sheets and activity statements for state, federal, and independent auditors for year-end closing functions.
- Prepares financials for monthly JWB Board meetings.
- Prepares the Annual Comprehensive Financial Report (ACFR).
- Oversees the payroll process, which includes the issuance of paychecks or electronic transfers to bank accounts and the

- summarizing of reports of earnings, taxes, deductions, leave, disability, and nontaxable wages.
- Works alongside the Director of Human Resources in addressing and resolving payroll discrepancies and developing efficient controls to ensure accuracy.
- Directs and participates in RFP processes.
- Provides advice to department directors, managers, accounting staff, and employees on accounting matters, reports, and analyses.
- Works cooperatively on inter- and intra-departmental teams and interacts with other departments to provide fiscal support as necessary.
- Performs related work as assigned or required.

Specifications:

- A minimum of a bachelor's degree in accounting (preferred), business or public administration, finance, economics, or a related field. Master's degree in accounting and government accounting/finance experience preferred.
- A minimum of seven (7) years of related managerial experience in private or public government sector, state or local government and/or nonprofit organizations with significant operating budgets.
- Certified Public Accountant (CPA) or equivalent preferred.
- In-depth knowledge of best practices in government accounting, financial management, and familiarity with applicable Florida Statutes, Florida Sunshine and Public Records Laws and statutory obligations.
- Proficiency in GASB standards and financial statements.
- Government and nonprofit sector experience with deep understanding of the unique challenges and requirements of these sectors.
- Experience in identifying and prioritizing opportunities for improving accounting and financial operations through maximizing the functionality of available technology and investigating emerging technology.
- Strong written, and oral communication skills, facilitating effective decision making and communication.
- Knowledge of Microsoft Office Suite programs and their essential functions.
- Skills in computerized accounting and spreadsheet management. Ability to communicate effectively both verbally and in writing.

Additional Requirements:

- Successfully pass a Level 2 background screening as required by Ch. 435 Florida Statutes.
- Possess a valid driver's license and/or access to reliable transportation.

Working Conditions:

- Residency in the Clearwater/St. Petersburg/Tampa Bay area is required within 60 days of start date.
- Currently, this is a hybrid remote position. Physical presence at the JWB building and other sites in Pinellas County is required to perform key responsibilities.

**Interested Applicants, please submit resumes by Thursday, April 3, 2025:
Juvenile Welfare Board of Pinellas County, Attn: Human Resources Unit
14155 58th Street N. Clearwater, FL 33760**

email: hr@jwbpinellas.org or fax: 727-453-5610 Website: www.jwbpinellas.org

The Juvenile Welfare Board is an equal opportunity employer. The Juvenile Welfare Board is an E-Verify Employer.

Certain service members and veterans, and the spouses and family members of the service members and veterans, receive preference and priority in employment by the state and are encouraged to apply for the positions being filled.

Applicants interested in claiming Veterans' Preference please apply at: www.jwbpinellas.org

All applicants are advised that applications in Florida become a matter of public record upon receipt