

Delta Regional Authority

Director of Finance

The Delta Regional Authority is seeking a director of finance to lead the execution of the agency's administrative and financial responsibilities with strong accounting and transparency practices. The individual will work under the direction of the DRA's Federal Co-Chairman and lead a team of administrative and financial staff.

Introduction

The Delta Regional Authority is a federal-state partnership created by Congress in 2000 to help create jobs, build communities, and improve lives through strategic investments in economic development in 252 counties and parishes across eight states. To achieve the goals outlined by Congress, DRA partners with Federal agencies, state and local governments, non-profits, and the business community to create economic opportunities and support economic development projects in the Delta region.

The Director of Finance is responsible for the effective and efficient direction of her staff with oversight functions including staff, accounting functions, accounts payable, assisting with audits and internal controls, monthly financial reporting, contracting and contracts, human resources, payroll processing and to preparation all necessary transfers of funds. Additionally, the position will interface with federal financing institutions and local banks while maintaining the accountability and integrity of the Delta Regional Authority.

Supervisory controls

This position reports directly to the Federal Co-Chairman. The incumbent is relied upon to use initiative and judgment in carrying out assignments and supervisory roles, guided by knowledge of DRA and Federal policy and missions; duties are performed with a great degree of latitude and independence of action.

The director supervises the Finance and Administration staff in the Clarksdale, Mississippi, office.

FLSA status: Exempt

Duties and Responsibilities

Essential functions include, but are not limited to the following:

1. Designs, implements and is responsible for solutions-driven operational support for the office;

2. Oversees networked information technology system and ensures that IT resources are appropriate to DRA's mission;
3. Manages financial aspects of award administration, including but not limited to: obligating funds with the GSA, paying DRA-administered awards, tracking obligations, recovery of funds, and, if appropriate, complying with required audit reviews and closeout of awards;
4. Proposes guideline modifications based on consideration of changing conditions, changes to federal policy and regulation, and recommendations of the inspector general and independent financial auditor recommendations; Prepares official reports on the financial results of DRA programs and operations; Present financial information in the form of financial statements.
5. Manages travel, human resources (including payroll and benefits for federal and non-federal employees), procurement policy and contracts; and
6. Oversees staff: by communicating job expectations; planning, monitoring, and appraising job results; coaching, counseling, and disciplining employees; initiating, coordinating, and enforcing systems, policies, and procedures

Experience and Qualifications

- A minimum of a Master's degree of accountancy and/or CPA and/or MBA required. Accountancy preferred;
- A minimum of five years of accounting, finance and agency administration with a proven track record of organizational and professional growth;
- Ability to multitask and prioritize projects;
- Strong written and oral communication skills, which are readily adaptable to broad, diverse audiences;
- Team player mindset with strong interpersonal and collaboration skills;
- Ability to work in a fast-paced environment; and
- Ability to travel as needed.

Compensation

Compensation is competitive and based upon salary history, education, and experience.

Submission Requirements

Interested candidates may submit their resume of credentials with a cover letter via email to jobs@dra.gov or by first class mail to the below address, unless position description specifically outlines additional submission requirements.

Delta Regional Authority
ATTN: RESUME
236 Sharkey Avenue
Suite 400
Clarksdale, Mississippi 38614

Non-discrimination Clause

The DRA is an equal opportunity employer and contractor. Employment and contract decisions are based on merit and Authority needs. Employment and contract decisions are not based on race, color, national origin, ancestry, sexual orientation, sex (including pregnancy and gender identity), age, weight, religion, creed, physical or mental disability, marital status, veteran status, political affiliation, or any other prohibited basis. This policy affirms the DRA's commitment to the principles of fair employment and the elimination of all vestiges of discriminatory practices that might exist.