

FINANCE DIRECTOR – IRON COUNTY

Application Deadline: August 29, 2025

Job Type: County

Job Overview

The Finance Director performs the following duties for the county that include, but are not limited to: budgeting, financial reporting, reconciliations, forecasting, tax levy preparation, financial analysis, audit coordination, year-end journal entries, establishing internal controls, state report preparation, insurance evaluation, and payroll/benefit administration. The position works under the direction of the County Manager and the Finance & Personnel Committee.

The successful candidate will possess the following knowledge, skills, and abilities that are essential to the position.

- Accounting and finance skills to prepare monthly accrual-based financial statements, create management reports, and develop multi-year forecasts that highlight issues for the board and recommend processes that streamline workflow throughout the organization.
- Knowledge of generally accepted auditing standards to coordinate year-end audit, prepare required reports, record year-end journal entries, and establish internal controls that safeguard county assets.
- Analytical skills to interpret financial data, investigate variances, and reconcile department data.
- Ability to work with outside vendors and employees for the seamless implementation of county-wide employee benefits.
- Supervise the accounts payable and payroll/benefit functions.
- Interpersonal skills to work with the board, department heads, and other employees.
- Excellent written and verbal communication skills to present views and concerns.
- Past grant writing experience is helpful.
- Familiarity with debt financing, insurance, and employee benefit programs.
- Experience working with accounting software programs, account structures, and the Microsoft Office suite, especially the use of spreadsheets to analyze data.

The position requires a Bachelor's degree in accounting, three (3) years of working in an accounting environment, and some knowledge of government or public sector operations. Prefer a Certified Public Accountant (CPA) designation. A complete job description is available upon request, detailing essential job duties and responsibilities. Salary is dependent on qualifications and work experience.

To learn more about the position and what Iron County has to offer, email a cover letter, resume, salary history, and three professional references as a single PDF to Jay Sween, County Manager, at jsween@ironcountywi.org. Include Iron County Finance Director Search in the subject line. Questions regarding the position should be directed to the County Manager at 715.561.5795. The deadline for applications is August 29, 2025.