



**STATE OF CONNECTICUT  
BOARD OF REGENTS FOR HIGHER EDUCATION  
JOB ANNOUNCEMENT  
July 1, 2013**

**CHIEF FINANCIAL OFFICER**

Open to: The Public  
Location: Hartford, CT  
Shift/Hours: 1<sup>st</sup> shift/40 hours per week  
Salary: Commensurate with experience  
Closing Date: July 31, 2013

**General Definition:**

The Chief Financial Officer (CFO) provides both operational and programmatic support to the Board of Regents for Higher Education. As a key member of the Executive Management team, the Chief Financial Officer will report to the President and assume a strategic role in the overall management of the Board of Regents. The CFO will have primary day-to-day responsibility for planning, implementing, managing and controlling all financial-related activities of the Board. This will include direct responsibility for accounting, finance, forecasting, strategic planning, project analysis and contract negotiations, and private and institutional financing.

**Essential Duties:**

- Develop an annual budget for the President of the Board of Regents for Higher Education.
- Assess organizational performance against both the annual budget and the Board's long-term strategy. This includes evaluating and advising the President on the impact of long range planning, introduction of new programs/ strategies and regulatory action.
- Provide sound and useful advice and guidance to Campus Presidents and Chief Fiscal Staff of the constituent units.
- Develop tools and systems to provide critical financial and operational information to the President and make actionable recommendations on both strategy and operations.
- Ensure credibility by providing timely and accurate analysis of budgets, financial trends and forecasts.
- Ensure adequate controls are installed and that substantiating documentation is approved and available such that all financial actions may pass independent and governmental audits.
- Direct and oversee all aspects of the Finance & Accounting functions and staff of the Board and any other units that may be assigned.
- Establish and maintain strong relationships with the Board of Regents in general and its Finance and Audit Committees in particular.
- Establish and maintain strong relationships with senior executives so as to identify their needs and seek full range of business solutions.
- Provide executive management with advice on the financial implications of all activities.
- All other duties as may be assigned.

**Qualifications and Requirements:**

Demonstrated ability to manage the financial and facility development programs of a major, complex organization, providing needed services with sound financial and fiscal controls; Demonstrated ability to direct the work of professional financial staff; Demonstrated ability to develop and manage long-range budgets for complex organizations; Demonstrated ability to provide effective guidance to policy-making boards of directors or trustees. These skills and abilities are acquired through a combination of experience and training which includes an advanced degree in financial management or similar field with extensive experience in the management of finances and facility planning and development in a large organization.

**Personal Attributes:**

Strong interpersonal skills, ability to communicate and manage well at all levels of the organization and with staff at remote locations essential. Strong problem solving and creative skills and the ability to exercise sound judgment and make decisions based on accurate and timely analyses. High level of integrity and dependability with a strong sense of urgency and results-orientation.

**Other Skills & Abilities:**

PC proficiency is essential (Windows environment) and strong working knowledge of Banner.

**Application Instructions:** Please submit a cover letter, resume, and contact information for three professional references to:

Steven Weinberger, Vice President for Human Resources  
Board of Regents for Higher Education  
39 Woodland Street  
Hartford, CT 06105-2337

Email: [weinbergers@ct.edu](mailto:weinbergers@ct.edu)

**Review of applications begin immediately and will continue until the position is filled.**

*The Board of Regents for Higher Education is an Affirmative Action/Equal Opportunity Employer and strongly encourages the applications of women, minorities, persons with disabilities, and veterans.*