

# **New Orleans City Park Job Vacancy Notice: Chief Financial Officer**



New Orleans City Park is seeking a Chief Financial Officer (CFO) who will be charged with the day-to-day responsibility for planning, implementing, managing, and controlling all financial-related activities of the Park. This will include direct responsibility for accounting, finance, cash management, forecasting, strategic financial planning and partnership compliance and private and institutional financing.

New Orleans City Park is distinguished by its large menu of sports and recreational activities, attractions for children, and its natural beauty. City Park is a 90/10 Park. Self-generated revenue makes up 90% of the \$19.5 million annual operating budget; City Park receives no general fund operating dollars from the city or the state. The Park receives approximately \$2 million each year from the state for capital projects. City Park has a special place in the hearts of generations of New Orleanians and is a must-visit for visitors to the city. The 1,300 acres of park land provide enjoyment for people no matter their age. City Park is home to the world's largest collection of mature Live Oak trees in the world.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Prepares operating and capital budget for fiscal year and prep for adoption by the Board
- Ensures the Park's compliance with applicable financial laws and policies
- Presents reliable and understandable monthly and annual financial reports- monitors those reports to ensure all operating departments are functioning within budgets
- Assists the COO with all FEMA claims
- Assists all departments in maintaining a proper financial control environment
- Supports CEO if a TIF request made
- Participates in important management and strategic planning decisions by making available all appropriate financial data and projections
- Provides staff support for finance committee
- Institutes and monitors all cash handling policies and procedures
- Provides assistance with fundraising activities and events for the Park.

## **Supervisory Responsibilities**

Oversees Finance Department

## **Sustainability Goals:**

City Park employees must strive to decrease our environmental footprint by continually seeking ways to reduce waste and energy usage, care for natural Park habitat and wildlife, and to serve as models to our patrons to do the same through education and example.

## **EDUCATION and/or EXPERIENCE**

- Bachelor in Accounting or Finance and 10 years in progressively responsible financial leadership roles.
- MBA or CPA Degrees may substitute for 5 years of experience.

\*To apply email your cover letter, resume, and three professional references to City Park's Human Resources department at [hr@nocp.org](mailto:hr@nocp.org).