



CONTROLLER



Houston-Galveston
Area Council

About the Houston-Galveston Area Council

The Houston-Galveston Area Council (H-GAC) is a voluntary information, planning, and problem-solving forum for local governments in the Houston-Galveston region. H-GAC serves an area of 12,500 square miles in southeast Texas and employs a staff of 320 employees. Our regional programs focus on community and environmental planning, data tools and resources, disaster planning and recovery, mobility and public safety, workforce, and economic development. Funded primarily by grants from federal and state partners, H-GAC redistributes approximately 91% of its \$450 million budget to the communities it serves.



Mission

H-GAC's mission is to serve as the instrument of local government cooperation, promoting the region's orderly development and the safety and welfare of its citizens.

Core Values

H-GAC has developed standards and values that impact decisions, customer service, and business operations both internally and externally. These focused core values include: Service, Collaboration, Accountability, Leadership, Innovation, Integrity, and Community

About the Position

The Controller leads a staff of 15 professionals in accounting. The Controller reports to and works closely with the Chief Financial Officer. The Controller oversees fiscal compliance for government (federal and state) contracts and private grants, safeguards the assets of the council, and develops and implements strategies across the organization.

Ideal Candidate

In addition to having solid governmental financial expertise, the ideal candidate will be a strategic and visionary leader with the ability to build a collaborative team in a high-performing, hybrid work environment. The successful candidate will possess excellent communication and interpersonal skills necessary to build strong relationships with departmental staff, organizational leadership, and key stakeholders. The next Controller should be able to inspire creative ways of delivering positive outcomes; review and analyze new and existing funding and revenue streams as well as forecast the effect of changes to these streams as they impact H-GAC initiatives; provide a thorough understanding across an array of business functions and systems; and provide excellent services to the region and member local governments. Attributes of a successful candidate include:

- Monitor and review the performance of investments & develop investment reports.
- Analyze trends to reduce financial risks associated with making investments or spending decisions.
- Monitor the agency's cashflows and develop strategies for the best management of limited resources.
- Evaluate fiscal policies and procedures & ensure compliance with laws and regulations.
- Compile budgets for the agency and evaluate the long-term needs of each department.
- Advise department directors on spending, budgetary and other financial matters .
- Make hiring and other personnel decisions within the areas of purview.
- Oversee all financial reporting & forecasting activities which include the preparation of monthly & annual financial reports.
- Oversee all finance/accounting functions to include general accounting, cash management, payroll, accounts payables, accounts receivables, travel, grant management, taxes and compliance.
- Ensure close adherence to generally accepted accounting principles (GAAP), GASB, 2 CFR 200-Uniform Guidance and Texas Grant Management Standards (TxGMS).
- Lead all annual external audit activities and prepare the Annual Comprehensive Financial Report & other audit schedules.





Leadership and Innovation

The next Controller will have the opportunity to address several challenges and initiatives including:

- Strong understanding of governmental financial reporting and strong analytical skills.
- Effective written and verbal communication.
- Ability to develop efficient working relationships with colleagues across all department and seniority levels.
- Exceptional time management and organizational skills.

Education and Experience

The position of Controller requires:

- Bachelor's degree in Accounting, Finance, or Business Administration, or related field; Master's degree preferred.
- 10 years of experience working with local government and/or nonprofit program.

Additional experience in the following is considered a plus:

- Graduate degree in Finance, Accounting, or closely related business field.
- Certified Public Accountant.
- More than 10 years of experience working with local government and/or nonprofit program.

Compensation and Benefits

H-GAC offers a competitive salary and benefits package commensurate with qualifications and experience.

Application Process

Apply online: h-gac.com/careers

H-GAC is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, national or ethnic origin, disability, marital status, veteran status, or any other occupationally irrelevant criteria. Applicants selected as finalists for this position will be subject to a comprehensive background check.





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