

**BROOKFIELD LOCAL SCHOOL DISTRICT  
JOB POSTING**

**POSITION: SCHOOL TREASURER/CFO**

**DATE POSTED: 7/29/2022**

**DATE CLOSING: 8/12/2022**

**Qualifications:**

- Knowledge of fiscal procedures, school finance, financial forecasting and business operations.
- Appropriate computer accounting skills, including the ability to generate required financial reports and experience with **eFinancePlus** is preferred.
- Ability to develop both short- and long-range financial forecasts.
- Leadership and team membership skills.
- Knowledge of GAAP accounting.
- Experience with grants, state and federal programs, and purchasing and other cooperative consortia.
- Experience with contract negotiations preferred.
- Skills necessary to successfully interact with the board, superintendent, staff and community members on financial issues.
- Ability to develop and nurture ongoing relationships with stakeholders.
- Positive personality with a high degree of integrity, honesty, enthusiasm, energy and dedication.
- Character and professionalism that reflects well upon the school district.
- Excellent communication skills, both oral and written.
- Supervise and coordinate the work of Treasurer's office staff.
- Hold an Ohio School Treasurer's license.
- Experience as a treasurer in an Ohio public school district is preferred.
- Successful BCII & FBI background checks prior to employment.

**Tentative Timeline**

Application Materials Due	8/12/2022
Initial Interviews	8/19/2022
Final Interviews	8/22/2022
Action to Employ	8/24/2022

**Application Process:**

All interested candidates should send a letter of interest, resume including contact information for professional/personal references, credentials, and current letters of reference to:

**Sarah Kurpe, Board President**  
**TREASURER APPLICATION**  
**sarah.kurpe@brookfieldschools.us**