UC SANTA BARBARA
CFO / Director, Business & Financial Planning
Design, Facilities & Safety Services

UC Santa Barbara’s Design, Facilities and Safety Services division seeks a Director of Business & Financial Planning to join our team. The Director serves as a member of the Executive Management Team in DFSS and shares responsibility for the Division’s annual operations budget of $45M plus additional spending for Capital Projects and Deferred Maintenance, totaling $160M annual funding and expenses; and 350 FTEs. The Division includes Facilities Management; Design and Construction Services; Environmental Health and Safety; Business and Financial Planning; and the Associate Vice Chancellor’s Office. The successful candidate will be a highly-engaged hands-on working director.
THE UNIVERSITY

The University of California, Santa Barbara is a leading research institution that also provides a comprehensive liberal arts learning experience. Because teaching and research go hand in hand at UC Santa Barbara, our students are full participants in an educational journey of discovery that stimulates independent thought, critical reasoning, and creativity. Our academic community of faculty, students and staff is characterized by a culture of interdisciplinary collaboration that is responsive to the needs of our multicultural and global society.

OUR MISSION & GOALS

The mission of all Design, Facilities & Safety Services units is to design, build, operate, maintain, and renew the physical environment required to support the University’s instructional, research, and public service mission, and to assure UC Santa Barbara is at the forefront of world class universities. Our goals are to create one of the most attractive campuses in the world, ensure the long term preservation of the investment, and safety in facilities and equipment, provide excellence in service to the campus community and achieve our goals with a supportive and highly motivated staff.
THE POSITION

We are seeking a dynamic leader to join our executive staff team who will help us succeed in making internal and external customer service a top priority. The successful candidate will be able to identify and resolve our financial management and human resource needs to make DFSS a more efficient division. The Director has functional responsibility for administration and management of the DFSS Fiscal, Human Resource, and Storeroom Teams. The Director oversees the formulation and control of the Divisions’ operating and capital budgets and is responsible for keeping all recharge packages up to date. Also administrates all aspects of DFSS human resource matters. The Director will develop strategic plans for staffing, financial needs and programmatic objectives, and will provide support, analysis, and recommendations to the Associate Vice Chancellor (AVC). In particular, this position will provide analysis, policy interpretation and guidance in managing staff, development, forecasting staffing needs and establish a system of accountability to improve work performance when needed. Has functional responsibility for providing process improvement, strategic planning, leadership development, organizational improvement and assessment for the department.

The Director cultivates active, collaborative relationships with Design, Facilities and Safety Services, Financial and Resource Management, Human Resources, Audit and Advisory Services, and Vice Chancellor of Administrative Services, as well as peer offices at other UC campuses and the Santa Barbara campus at large. The successful candidate will be a highly-engaged hands-on working director.

QUALIFICATIONS

- Bachelor’s degree in related area of study; advanced degree is preferred.
- Minimum of 10 years of experience in financial field.
- Proficient knowledge of and experience in strategic financial and budget management.
- Analytical and conceptual skills applied to the resolution of complex problems with ability to identify key issues in complex situations, evaluate options, initiate strategies for resolution, measure progress, and apply course correction as necessary.
- Sound leadership skills, human resource management experience, highly effective interpersonal skills, and strong written and verbal communication skills. Ability to build effective and cross-functioning teams.
- Ability to keep track of and complete a large number of continuing problem resolutions, projects, and requests in an environment of rapidly shifting priorities, delegating to staff as appropriate.
- Desired qualifications include having higher education experience and a CPA.
OUR IDEAL CANDIDATE WILL:

Leadership and Management

- Provide leadership, management, and professional development to Fiscal, HR, and Storeroom personnel.
- Identify areas of need or inefficiencies, and implement solutions to resolve in DFSS.

Workforce Management

- Oversee the administration of all aspects of human resource matters for all DFSS employees.
- Contribute to the development of a comprehensive strategy across the organization in support of the mission of the university and reflecting the mission, vision and values of DFSS.
- Serve as principal liaison with Human Resources, Accounting & Financial Services, and the Budget Office in all matters pertaining to human resource management, payroll and benefits.

Planning, Analysis, Forecasting

- Manage DFSS' personnel, operating budgets, and Capital projects reporting as well as planning, analysis, forecasting, and reporting of the Division's budget, recharges, and general ledger.
- Create, monitor and track operating budgets by unit with regular communications to the DFSS Executive Team.
- Oversee and conduct complex analysis and financial reporting for Division units. The Division's annual operations budget is $45M plus additional spending for Capital Projects and Deferred Maintenance, and approximately 350 FTEs.
- Develop and annually update comprehensive recharge packages for the Division, working in conjunction the office of Financial and Resource Management.

TO APPLY:

Apply Online

Job # 20200038

For primary consideration apply online by Monday, February 17, 2020 thereafter open until filled.

Salary: DOQ

Please visit Benefits of Belonging for health and retirement benefit information.