

Village Treasurer/Finance Director

The Village of Kronenwetter (Pop. 8,539), located in Central Wisconsin, seeks a highly motivated and skilled Village Treasurer/Finance Director.

The position is responsible for managing all aspects of the Village's finances, including providing day-to-day oversight of financial activities and financial planning.

The broad responsibilities of the Treasurer's Office include:

- Cash management, including receipting and investing all monies, and debt management
 - Financial reporting, including maintaining all financial and accounting records of the Village, preparing for the annual audit, and monthly Treasurer's reports
 - Budget development, including coordinating the budget process, developing operating budgets for all municipal and enterprise funds, and capital improvement planning
 - Property tax collection, including preparing the tax roll, collecting taxes, and reconciling with other taxing jurisdictions
 - Financial planning, including providing leadership and direction in the development of short and long-range financial plans
 - Customer service, including providing quality stewardship of Village resources, timely and accurate financial information, and exercising sound judgment in applying prescribed financial procedures and regulations according to Village and State laws
- This position covers the statutory responsibilities of the treasurer, and is an appointed position.

Requirements: A Bachelor's Degree in Accounting, Business, Public Administration with two years of experience in financial management or an Associate's degree in a related field with four years of relevant experience in financial management is required.

Pay & Benefits: This is a full-time, salaried position with a salary range of \$65,000 – \$90,000 (based on experience). The Village offers participation in the Wisconsin Retirement System and a competitive benefits package. This position is an exempt position under the FLSA and not eligible for overtime pay.

Under the general supervision of the Village Administrator, the Village Board appoints the Treasurer/Finance Director. The Village Board is made up of an elected Village President and six elected Village Trustees. Each member of the board serves a two-year term.

With 52 square miles, the Village of Kronenwetter is the largest village in the state of Wisconsin and the United States. It's central Wisconsin allows for easy access to attractions across the state.

Upcoming initiatives and projects include building a water treatment plant; replacing the sewer lift stations; park revitalization; studying the concept of an interchange at Kowalski Road and I-39; developing and managing the Village's TID 2 District; and economic development.

The Village has 30 full-time positions, 3 part-time positions, and 4 seasonal positions. Village services include general government, emergency medical services, fire and police services, public works, planning and zoning and parks and recreation. The Village has contracts with Riverside for emergency medical services.

To apply for this position, please email a resume, cover letter, and Village Employment Application(found at www.kronenwetter.org) to Jennifer Poyer at jpoyer@kronenwetter.org by December 6, 2024.

Please direct your questions to Jennifer Poyer.

The final candidate list will be open to the public. EOE/AA/ADA

Job Types: Full-time, Temporary

Pay: \$65,000.00 - \$90,000.00 per year

More info: https://www.kronenwetter.org/employment_opportunities/index.php