Employment Opportunity

Chief Financial Officer

Lakeshore College

Cleveland, Wisconsin

THE QTI GROUP

LAKESHORE COLLEGE

Please apply on our website:

https://www.qtigroup.com/find-a-job/details/chief-financial-officer/BH860801928

ABOUT THE ORGANIZATION

Lakeshore College has exclusively retained The QTI Group to lead the search for a **Chief Financial Officer.**

Lakeshore College is a public, two-year comprehensive community and technical college offering a wide range of programs designed to prepare students for successful careers and provide opportunities for lifelong learning. Lakeshore College serves a 1,200-square-mile region across covering Manitowoc and Sheboygan counties and small portions of Calumet and Ozaukee counties. In addition, the College partners closely with employers, K-12 districts, and higher education institutions to strengthen workforce development, delivering customized training to more than 110 companies annually. In 2024, it received reaffirmation of its accreditation from the Higher Learning Commission through 2034-35, earning the maximum 10-year accreditation term granted by the commission.



Its most recent graduate outcomes survey shows students are succeeding and are very satisfied with the high-quality education they obtain at Lakeshore College. Associate degree graduates are earning a very respectable median annual salary of $61,335, a 10% increase over the class of 2023. Among its graduates:

- 99% are employed in Wisconsin
- 89% are employed in a job related to their degree
- 95% are satisfied or very satisfied with their education
- 95% would recommend Lakeshore College

The Lakeshore College Foundation has significantly expanded its impact, securing record-breaking gifts of $2.5 million for scholarships and $1 million for the Center for Health Care Excellence, while doubling annual scholarship awards and increasing full-tuition scholarship recipients from 10 to 150.

Mission: Transform individuals to strengthen our communities through innovative and accessible learning.

Vision: The community's driver for individual, social, cultural, and economic vitality.

Strategic Areas of Focus and Belief Statements:



ABOUT THE OPPORTUNITY

The **Chief Financial Officer** will serve as a trusted financial advisor to college leadership, providing accurate financial analysis, recommendations, and guidance to support institutional decision-making and long-term financial sustainability. This leader will oversee the Finance Department, providing strategic direction and leadership across accounting, budgeting, auditing, debt management, and fixed asset management, while fostering a culture of exceptional customer service and responsiveness for internal and external stakeholders.

Essential Job Functions

Strategic Financial Leadership (75%)

- Serve as a strategic financial advisor to the Vice President of Administration, President, and College leadership, providing financial analysis, recommendations, and guidance to support institutional decision-making and long-term financial sustainability.
- Develop and implement the College's financial strategy in alignment with institutional goals, strategic priorities, and long-term financial objectives.
- Lead and oversee the annual budgeting process, including budget development, modifications, financial projections, forecasts, assumptions, and required budget documents and reports.
- Develop and maintain financial forecasts, historical financial data, and short- and long-term financial models; monitor financial performance, analyze variances and trends, and develop options and recommendations related to resource allocation and balancing the budget.
- Direct and coordinate managerial and financial reporting, including financial statements, budget reports, forecasts, cost allocation reports, and other reports required by the state, WTCS, and other external agencies.
- Oversee the College's financial systems, including the ERP financial module and budgeting software, ensuring accurate financial data, effective reporting, system integrity, and efficient financial processes.
- Oversee the College's cash flow, banking, investments, liquidity, and debt management, including long-term debt planning, debt issuance, repayment schedules, and related financial obligations.
- Provide financial leadership for capital planning and capital projects, including funding strategies, capital budgets, financial scenarios, and long-term capital needs.
- Establish and implement financial policies, procedures, and internal controls; interpret and apply applicable accounting standards, state directives, WTCS requirements, and federal and state regulations to ensure financial compliance and manage financial risk.
- Oversee procurement and purchasing services and ensure compliance with applicable laws, regulations, and College policies.
- Represent the College's Finance function within the College and with community, state, and regional organizations, including participation in the WTCS Business Officers group.

Financial Management, Auditing and GASB/FASB Implementation (25%)

- Oversee internal and external audits, including coordination with auditors, preparation of audit materials, and implementation and monitoring of audit recommendations.
- Lead the preparation and publishing of the Annual Comprehensive Financial Report (ACFR), including annual financial statements, footnotes, and statistical reports; submit ACFR to the Government Finance Officers Association (GFOA) award program.
- Prepare and review annual financial statements, footnotes, and statistical reports in accordance with governmental accounting standards and WTCS requirements.
- Interpret and implement GASB, FASB, AICPA, WTCS, and other applicable accounting standards and requirements; analyze the financial and reporting impact of new standards and principles and ensure appropriate implementation.
- Oversee the reconciliation of budgetary statements to GAAP financial statements for audit and financial reporting purposes.
- Reconcile budgetary statements to GAAP financial statements for audit and financial reporting purposes.
- Act as fiscal agent for WILM.
- Manage the Finance Department budget, including monitoring actual results against planned budget performance and providing budget justification as needed.

Manager Essential Responsibilities

- Responsible for the direction, coordination, supervision, and performance management of team members.
- Set clear expectations by establishing roles, responsibilities, and setting goals for team members.
- Monitor and assess performance, holding team members accountable and providing ongoing feedback.
- Provide guidance and support through training, mentoring, and open communication.
- Carry out managerial responsibilities in accordance with the College's policies and procedures.
- Collaborate with other departments to ensure cohesive college operations.
- Address and resolve any conflicts or issues that arise in a timely manner.
- Foster a positive and productive work environment encouraging teamwork and recognizing achievements.
- Develop team members by identifying strengths, creating development plans, and offering growth opportunities.

Education and Experience

- Master's degree from an accredited college or university in a related discipline required.
- Eight to nine years of progressive leadership and management experience, including enterprise-level operational oversight and demonstrated experience in financial planning, budgeting, forecasting, and reporting in an educational or public-sector setting is required.
- Knowledge of public sector generally accepted accounting principles and reporting standards as promulgated by GASB.
- Experience planning, implementing, and monitoring budgets within an educational setting.
- Familiarity with educational settings, general public relations, and the mission of technical colleges.
- Extensive experience in higher education administration in a technical/community college setting.
- Extensive working knowledge and experience of federal, WTCS, and local regulations pertaining to finance, facilities, and procurement.
- Registered certified public accountant (CPA) preferred.

Knowledge, Skills, and Abilities

Knowledge

- Knowledge of Lakeshore's mission, vision, and strategic direction.
- Familiarity with different leadership styles and techniques.
- Understanding of fund accounting principles, particularly in the context of educational institutions.
- Proficiency in preparing and interpreting financial statements, including balance sheets, income statements, and cash flow statements.
- Familiarity with federal, state, and local financial regulations that affect community colleges, including compliance with laws.
- Strong knowledge of financial regulations, compliance standards, and risk management practices is required.

Skills

- Proficient in Microsoft Office suite (Word, Excel, PowerPoint, Outlook, etc.)
- Excellent written and verbal communication skills.
- Strong organizational and time-management skills.
- Effective interpersonal skills and customer service skills.
- Strong critical thinking, decision-making, and problem-solving skills.
- Effective leadership and team-building skills.

Abilities

- Adapt quickly to new and changing technology.
- Perform work accurately and thoroughly, with a high level of accountability and attention to detail.
- Work independently, as part of a team and/or with minimal supervision.
- Present self in a professional, ethical, and respectful manner at all times.
- Use discretion and maintain a high level of confidentiality.
- Prioritize and manage multiple projects or tasks, maintaining deadlines.
- Establish and maintain effective working relationships and relate successfully with staff, students and all stakeholders.
- Lead, inspire and motivate a team to achieve departmental and college goals.
- Flexibility to adapt to and manage through changing environments.

APPLICATION & SELECTION PROCESS

Lakeshore College has exclusively retained The QTI Group to lead the search for a **Chief Financial Officer.** The QTI Group is a comprehensive human resources advisory services firm founded in 1957. QTI is headquartered in Madison, WI.

Salary Range: $122,283 - $172,640, based on experience and qualifications.

Location: On-Site. Cleveland, Wisconsin campus.

Full-Time Benefits Highlights

Competitive health, dental, and vision insurance | Up to $3,000 in tuition reimbursement annually | Professional development and growth opportunities | 7.2% Wisconsin Retirement System (WRS) savings - matched dollar for dollar | 403(b) and 457 retirement savings options | Paid life and disability insurance | Health and dependent care Flex Spending Accounts | Onsite fitness center and walking path | Up to 8 weeks paid New Child Leave | Paid grandparent leave I Relocation assistance available

Lakeshore also offers generous paid time off starting with 15 days of vacation, 9 days of sick time, 6 days of personal leave, 10 holidays, and a one-week winter break.

Additonal Perks: Local discounts on food, entertainment, and events | Discounts on cell phone plans and rental cars | Common Read events | Culinary experiences from onsite emerging chefs | Identity theft protection | "Dress for your day" | Employee recognition and appreciation events | Campus closed six Fridays during the summer

Benefits begin on the first of the month, coinciding with or following hire. For additional information on our vast array of benefits, read through our benefits guide.

For more information, please contact:

Brooke Hintze, MSE, CDR

Senior Executive Search Consultant

brooke.hintze@qtigroup.com

608.257.1057

Apply Online: https://www.qtigroup.com/find-a-job/details/chief-financial-officer/BH860801928

Application Deadline: Until filled.

ABOUT CLEVELAND, WI

The Village of Cleveland is ideally located along Wisconsin's beautiful Lake Michigan shoreline and serves as a gateway to the broader Manitowoc-Sheboygan region. Residents enjoy the benefits of small-town living while remaining connected to the economic opportunities, amenities, and attractions found throughout Manitowoc and Sheboygan counties, as well as nearby portions of Calumet and Ozaukee counties.



Whether you're seeking a place to build a career, raise a family, or enjoy an active lifestyle, the area provides an appealing balance of professional opportunity and personal well-being. The cost of living is often more favorable than many larger metropolitan areas, allowing residents to enjoy a higher quality of life without sacrificing access to important services and conveniences.

Outdoor enthusiasts appreciate the region's abundance of recreational opportunities. Lake Michigan provides stunning scenery, boating, fishing, beaches, and waterfront parks, while numerous trails, golf courses, campgrounds, and nature preserves can be found throughout the area. The changing seasons bring opportunities for hiking, biking, snowmobiling, cross-country skiing, and other year-round outdoor activities.

The surrounding communities offer excellent schools, quality healthcare systems, vibrant local businesses, and a variety of cultural and entertainment options. Residents can enjoy farmers markets, community festivals, performing arts events, local dining establishments, breweries, and family-friendly attractions throughout the region. The area maintains a welcoming atmosphere where community involvement and local pride remain strong.

One of the region's greatest advantages is its accessibility. Cleveland is conveniently situated between Manitowoc and Sheboygan, providing easy access to employment centers, shopping, healthcare, and professional services. Green Bay, the Fox Valley, and Milwaukee are all within reasonable driving distance, making it possible to enjoy small-town living while remaining connected to larger urban markets and transportation hubs.



The greater Cleveland area offers the opportunity to enjoy a rewarding career while embracing a lifestyle centered on community, affordability, recreation, and work-life balance. It is a region where residents can enjoy the charm of a close-knit community while benefiting from the resources and opportunities of eastern Wisconsin's growing economy.