



NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES

Philip Murphy
Governor

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Lt. Governor

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Commissioner

JOB VACANCY POSTING

POSTING #: 187-24 **ISSUE DATE:** April 24, 2024

TITLE: SENIOR EXECUTIVE SERVICE (SES) **CLOSING DATE:** May 8, 2024

FUNCTIONAL TITLE: DIRECTOR, OFFICE OF FISCAL PLANNING AND DEVELOPMENT

LOCATION: Department of Children and Families
Office of Fiscal Planning and Development
50 East State Street
Trenton, NJ 08625-0717

POSITIONS: 1

DISTRIBUTION: STATE **SALARY:** Commensurate with education and experience

SCOPE OF ELIGIBILITY: Opportunity is subject to current promotional and hiring restrictions.

SPECIAL NOTE: This position may be eligible to work remotely for up to two days in a calendar week.

The New Jersey Department of Children and Families (DCF) is seeking an experienced leader to serve as the Director for the Office of Fiscal Planning and Development. Under the supervision of the Chief Financial Officer, the Director will provide strategic direction, leadership, and oversight of DCF’s fiscal planning and development.

Responsibilities include but are not limited to the following:

- Manage all aspects of the Fiscal Planning process, with primary focus on rate analysis/setting and Medicaid planning/processing/analysis as it relates to child welfare, prevention and child mental health services.
- Oversee analysis of complex fiscal requests and make recommendations.
- Direct the preparation of special fiscal analyses, as required.
- Review Requests for Proposal (RFPs), funding requests and subgrantee awards to ensure appropriate accounting.
- Provide technical assistance to all internal and external customers on fiscal matters.
- Provide recommendations for potential revenue maximization, to include Federal funding streams as well as other public and private sources.

REQUIREMENTS

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree. A Master's degree is preferred.

EXPERIENCE: Seven (7) years of experience in work involving fiscal management. The experience should include work in public finance, auditing, budgeting, or accounting. Three (3) years of the required experience shall have been in a supervisory capacity. Experience with the State of New Jersey’s financial, budgeting and accounting processes is preferred, but not required. Knowledge of federal funding streams is a plus.

NOTE: A Master's degree in Public Administration or Business Administration or related field may be substituted for one (1) year of non-supervisory experience indicated above.

RESUME NOTE: Eligibility determinations will be based upon information presented on the resume only. Applicants who possess a degree from a college or university outside the United States must provide an evaluation of one's transcripts from a recognized evaluation service at the time of submission by the above closing date. Failure to do so may result in your ineligibility.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

PUBLIC SERVICE LOAN FORGIVENESS: As a prospective employee of the State of New Jersey, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education's website at StudentAid.gov/PSLF.

SAME APPLICANTS: If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program visit their Website at: <https://nj.gov/csc/same/overview/index.shtml>, email: CSC-SAME@csc.nj.gov, or call CSC at (609) 292-4144, option 3.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

IMPORTANT NOTICE

RESIDENCY - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

Electronic Filing:

Forward a cover letter and resume as a **single PDF document**, saving the file by your **Last Name, First Name** to:

[**Job.Posting@dcf.nj.gov**](mailto:Job.Posting@dcf.nj.gov)

Include the **Job Posting #** in the subject line of your email.

The Department of Children and Families is an Equal Employment Opportunity Employer and is committed to fostering a respectful and inclusive work environment which reflects the diversity of the state we serve.