



**DIRECTOR OF FINANCE**  
City of **Palm Desert, California**

Recruitment Services Provided By



## The Opportunity

The City of Palm Desert invites a strategic and forward-thinking municipal finance leader to step into the role of Director of Finance/City Treasurer at a defining moment of opportunity and growth. Set against the backdrop of a vibrant, economically dynamic community, this position offers the chance to shape long-term fiscal strategy, safeguard financial sustainability, and directly influence the future of one of Southern California's most desirable cities. The ideal candidate will be both a steward and an innovator – someone who can navigate complexity, inspire confidence, and deliver results that support Palm Desert's continued prosperity and high quality of life.





## About Palm Desert

Palm Desert is a vibrant and beautiful city located in the heart of the Coachella Valley of Southern California. With a population of over 64,000 residents, Palm Desert is a popular destination for tourists and a thriving community for residents. The city is known for its excellent quality of life, with a diverse and inclusive community, exceptional educational opportunities, and access to world-class healthcare. The City of Palm Desert is an excellent place to work, with a strong commitment to attracting and retaining top talent who are aligned with a focus on community service and improvement. Additionally, U.S. News & World Report recently ranked Palm Desert the 4th fastest-growing place in the U.S., showing the City is growing and expanding offering new challenges and opportunities.

In addition to its other attractive characteristics, Palm Desert is a hub for cultural and recreational activities, with an abundance of art galleries, theaters, public art, and outdoor spaces to explore. The city is home to the world-renowned McCallum Theatre, which hosts a range of performances and events throughout the year. Additionally, the Palm Desert Civic Center Park offers a variety of recreational opportunities, including sports fields, playgrounds, and picnic areas. Another of the many attractions in Palm Desert is the beautiful Desert Willow Golf Resort, which was developed by and owned by the City. Desert Willow boasts a stunning clubhouse with a full-service restaurant, vista bar, and a well-equipped pro shop. One of Desert Willow's two Championship courses was featured on the front page of the Smithsonian magazine for its use of desert landscaping and sustainable water management practices while offering unmatched panoramic vistas and a lush, oasis-like experience. It continues to garner awards as one of the nation's premier, pace-setting public golf resorts. When completed, the resort will contain more than 1,000 hotel/timeshare rooms, as well as commercial development and an entertainment venue.

As a growing city, Palm Desert is committed to sustainable development, with a focus on preserving the natural beauty of the surrounding desert environment. The city is also dedicated to promoting economic growth and development, with a strong emphasis on supporting local businesses and entrepreneurs. It is expected that the City will be home to another 10,000 residents in the next decade, thus staff is busy developing new amenities and services for the incoming residents.

# City Government

Incorporated in 1973, the City of Palm Desert operates under the Council-Manager form of government. The political leadership of five Council Members elected by districts to four-year overlapping terms is combined with the daily leadership of the City Manager. Palm Desert contracts for many services, including public safety, through Riverside County. Park operations and recreational activities are contracted through the Desert Recreation District. The City's 165 employees are proud to work for the community and take pride in providing exceptional customer service to residents and visitors alike.

The fiscal year 2025/2026 budget allocates funds to the City's highest priority – the well-being and safety of residents, visitors, and businesses. The City has established strong financial reserves over many years and continues to enjoy a strong financial foundation. The City's FY 2025/2026 General Fund budget is \$109.4 million, and all-funds budget is \$226 million.





# The Finance Department

The Finance Department represents a unified, integrated financial center with responsibility for financial matters affecting all departments and activities of the City. Centralizing the finance functions of controller, purchasing agent, accounts receivable, accounts payable, general ledger, load administration, and payroll, creates cost efficiencies and increases the professionalism of staff. In addition, the department provides treasury services, including the collection of taxes, permits, and license fees as required by city ordinance.

The Department is responsible for governance and conduct of key aspects of the City's financial operations, including operating the City's financial systems and procedures, maintaining the City's internal control environment, processing payroll for City employees, managing the City's bonds and debt portfolio, and processing and monitoring the City's budget. The Finance Department produces regular reports and audits on the City's financial and economic conditions and the operations and performance of City government.

The Finance Department provides its service through 15 employees and a FY 2026 department budget of \$3 million. Reporting to the Director of Finance is a Deputy Director of Finance and Management Specialist.

**\$ 3M**  
Operating Budget

**15 FTE**  
Employees

# The Position

Reporting to the City Manager, the Director of Finance plans, organizes, manages, directs, and coordinates the programs and activities of the Finance Department, including the finance, accounting, treasury, payroll, and budget functions. The Director of Finance serves as a key member of the City Manager's executive team. Key responsibilities include:

- Assuming overall management responsibility for the day-to-day operations of the department. This also includes setting goals, objectives, policies, and priorities for each of the assigned service areas.
- Establishing, within city policies, appropriate service and staffing levels, and making adjustments to improve the efficiency and effectiveness of service delivery.
- Directing the preparation of the city's annual financial report, operating, and capital budgets.
- Overseeing the allocation of enterprise funds and non-profit entities (e.g. municipal golf course and office complex).
- Directing the activities of the treasury division in determining investment options for City funds. Managing the city's investment portfolio to maximize interest earnings.
- Selecting, training, motivating, and evaluating staff, as well as providing coaching, mentoring and professional development opportunities.
- Conducting a variety of organizational studies, evaluations and other methods to continually seek opportunities to improve service delivery.
- Representing the department to other city departments, elected officials and outside agencies, and coordinating work with other city departments.
- Providing staff assistance to the City Manager and other city officials, and participating on a variety of boards, commissions and committees to support the overall success of the city.





## Challenges & Opportunities

The next Director of Finance for the City of Palm Desert will have the opportunity to address some exciting professional challenges which will leave a lasting impact on the entire City organization:

- Given the full slate of finance functions in the department, the next Director will have the opportunity to lead and foster a strong team culture while delivering outstanding service to its customers across the City organization.
- A new ERP system (Workday) has begun, with a complete implementation by October 2026. The next Director will play a key role in this implementation and will champion the effort.
- Experience with fee studies, financial metrics, impact fees, etc. will be valued by the City and will provide the successful candidate with opportunities from growth.
- The next Director will be challenged to bring solid financial forecasting and long-term financial analysis as the City looks to remain fiscally responsible while still investing in growth and infrastructure.

# The Ideal Candidate

The ideal candidate for the position of Director of Finance in the City of Palm Desert will possess certain traits and experiences that will lead to success:

- The ideal candidate will bring strong collaboration skills, a team-oriented leadership style, and a problem-solving orientation to work effectively with the City executive team and others.
- An appreciation and acceptance for continually improving operations through people, processes, and technology is a valued trait.
- An authentic leader and team member willing to invest in the mentorship and professional development of staff is essential for success in Palm Desert.
- The ability to effectively translate complicated financial concepts and terminology in public meetings and other venues is desired.
- As this is a working director position, the successful candidate will embrace opportunities to assist the team in getting important work accomplished and projects delivered.
- Demonstrated experience in financial forecasting and the ability to navigate budget challenges while still getting projects advanced will be highly valued by the City.





## Qualifications

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

**Education:** Equivalent to a Bachelor's degree from an accredited college or university with major coursework in business administration, management information systems, accounting or finance, or a related field. A Master's degree is desirable.

**Experience:** Five years of increasingly responsible experience working in finance management, including two years of administrative and supervisory responsibility is desirable.



## Salary & Benefits

The salary range for the Director of Finance is **\$177,424 - \$243,526** dependent on qualifications. In addition, an excellent executive benefit package is outlined below. Key benefits include:

**Retirement:** Retirement is provided through CalPERS. Classic CalPERS members are eligible for the 2% @ 55 formula, while PEPRA members are eligible for 2% @ 62.

**Deferred Compensation:** A voluntary deferred compensation program - 457 and 401a with 2% City match to the 401a program.

**Retiree Health Savings Account:** 1% contribution that the city matches.

**Medical, Dental and Vision Insurance:** IRC 125 cafeteria plan that includes CalPERS medical insurance (fully paid PPO and HMO options for employees and dependents).

**Holidays:** 12 annual holidays and 2 floating holidays per calendar year.

**Sick Leave:** 12 annual sick days.

**Vacation:** A competitive number of vacation days will be negotiated as part of the overall benefit package.

**Life Insurance:** Amount equal to annual salary.

**Long Term Disability Insurance:** City paid long-term disability insurance.

**Tuition Reimbursement:** An educational incentive program is provided by the City.

**Employee Assistance Program:** City paid.

**Relocation Assistance:** May be available for the selected candidate with City Manager approval.

# Application & Selection Process

Interested candidates should **apply immediately**. **The City may close the recruitment at any time once a suitably strong group of candidates has been established.** Submit a comprehensive résumé and compelling cover letter online at:

[www.mosaicpublic.com/careers](http://www.mosaicpublic.com/careers)

This recruitment will be handled with strict confidentiality until finalists have been identified. References will not be contacted until mutual interest has been established.

**CONFIDENTIAL INQUIRIES ARE WELCOMED TO:**

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*The City of Palm Desert is an Equal Opportunity Employer.*

