



Los Angeles Unified School District - Job Opportunity

Job Posting Title	Director of Capital Planning and Budgeting - 1233 - 7/23
Reference code	JP23-205-XA-1
Minimum Salary	\$ 164,539.44 Annual
Maximum Salary	\$ 204,972.00 Annual
Application Open Date	07/07/2023
Application Close	08/01/2023
Information about LAUSD	<p>LAUSD is the second largest school district in the nation with an enrollment of nearly 575,000 students. We serve an area totaling 710 square miles, with over 1,190 schools and educational centers, and we employ over 74,000 individuals, making us one of the largest employers in our city.</p>
Project	<p>The ideal candidate for this position will possess a strong record of capital planning and fiscal, financial and project management with the ability to plan and administer complex financial operations and coordinate multiple functions within a complex organization in high-pressure situations requiring sound decision making on sensitive and confidential matters. Reporting to the Chief Business Officer, the candidate will also liaison with Chief Facilities Executives, ensuring that capital planning for non-GO bond (General Obligation Bond) funded investments effectively complement the District's significantly larger GO bond-funded program. The candidate must be current on relevant State laws, the California School Accounting Manual, Governmental Accounting Standards Board guidelines, and other laws, regulations and standards affecting school district financial affairs. Furthermore, the candidate will be able to execute the District's capital planning strategies, in alignment with the organization's overall goals and objectives, managing the application of financial modeling to support capital allocation and deployment.</p>

It is essential that the ideal candidate understands the principles of construction estimation and budget planning, in order to direct, develop and implement strategies to address the District's unfunded capital needs. Additionally, the ideal candidate will understand the principles and practices of capital program budgeting and financial analysis, particularly restrictions of a multi-fund source budget. This will include monitoring and tracking ongoing capital expenditures, ensuring adherence to timelines, and staying informed on regulatory and industry changes.

This new position will require that the ideal candidate has experience with change management and the diplomacy and teamwork skills to involve other departmental executives in capital planning. As a subject matter expert, the candidate will provide guidance, leadership, financial advice, and recommendations to both internal and external stakeholders regarding capital planning and budgeting, providing regular reports on the status of capital projects. New work processes will need to be established overseeing the request, evaluation, prioritization, approval, and execution of non-GO bond-funded projects. This will require a strategic perspective to consider the big picture, long range possibilities and the implications of any new or proposed budget policies and procedures related to the Capital Improvement Plan. The ability to communicate effectively in writing, orally, and when presenting complex financial data will set the ideal candidate apart.

Benefits

Insurance: District paid premiums for your choice of several medical, dental, and vision for you and your dependents; and life insurance plans.

Retirement: Membership in the California Public Employee Retirement System (CalPERS).

Vacation: 24 days each year.

Paid Holidays: 12 days.

Job Duties/Responsibilities

Some typical duties performed by the incumbent in this position include:

- Leads the development, implementation, and evaluation of the strategic initiatives related to the District's non-GO (General Obligation) bond-funded capital assets.
- Directs, develops, maintains and reports on the District's Capital Improvement Plan for non-GO bond-funded capital investments.
- Responsible for directing, developing and implementing strategies to address unfunded capital needs across the portfolio of the Deputy Superintendent of Business and Operations, and between other departments and units.
- Facilitates collaborative partnerships with various District offices and divisions to ensure coherence with District-wide policies, programs, and professional development related to capital planning and projects that are not bond funded.

- Ensures Capital Planning and Budget activities for non-GO bond-funded investments are coherent, comprehensive, and aligned with the District's Bond-Funded capital investments by collaborating with the Chief Facilities Executive or designee(s) and other District stakeholders on behalf of the Chief Business Officer.
- Collaborates with technical experts of the Facilities Services Division to ensure that assessments and evaluations of capital assets are conducted and surveys related to asset management data are collected to determine non-bond-funded capital needs and project prioritization.
- Manages the administration of debt-funded non-GO bond-funded capital projects to ensure compliance with procurement and debt funding rules and guidelines.
- Develops and oversees the processes governing the request, evaluation, prioritization, approval, and execution for non-GO bond-funded projects for departments and programs related to but not limited to Transportation Services, Food Services, other offices, and schools.
- Provides financial advice and recommendations to determine appropriate and available options for financing approved capital projects.
- Provides leadership and financial guidance related to the non-GO bond eligible

Minimum Requirements

Education:

Graduation from a recognized college or university with a bachelor's degree in business, public administration, accounting, finance, urban planning or a related field. An advanced degree in business administration, public administration, accounting, or a related field is highly desirable.

Experience:

Five years of executive or management level experience in capital planning, budgeting and forecasting; preferably while managing the development, implementation, and modification of a capital program which is comprised of an annual budget and multi-year forecast. Such experience must involve an annual capital plan budget of no less than \$25 million dollars

Special:

A valid driver's license to legally operate a motor vehicle in the State of California and the use of a motor vehicle, or the ability to utilize an alternative method of transportation.

All employees must be fully COVID-19 vaccinated and must be able to provide verification of their vaccination status as part of the hiring and

onboarding process prior to an official offer of employment to any District site; this includes current employees who are being promoted to a new job class.

Employment Selection Process

The Assessment plan for this recruitment may tentatively consist of two(2) test parts: A Training & Experience (T&E) Evaluation, and a Management Interview.

Please be sure to include correspondence from @lausd.net as an approved sender so that messages aren't accidentally placed into your spam/junk e-mail folder.

The hiring department has requested that we proceed with the selection process in an expeditious and timely manner.

For more information about the LAUSD employment assessment process, visit the 'My LAUSD Career' section of our website at <http://www.lausdjobs.org> .

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation, abusive conduct, or bullying. The District prohibits discrimination, harassment, intimidation, abusive conduct or bullying based on actual or perceived race or ethnicity, gender/sex (including gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactation status and related medical conditions), sexual orientation, religion, color, national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code), ancestry, immigration status, physical or mental disability (including clinical depression and bipolar disorder, HIV/AIDS, hepatitis, epilepsy, seizure disorder, diabetes, multiple sclerosis, and heart disease), medical condition (cancer related and genetic characteristics), military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides significant assistance.

For inquiries or complaints contact our Equal Opportunity Section, (213) 241-7685.

Application Process

We recommended that your application materials clearly show all of your relevant background and specialized experience, knowledge, and abilities.

Visit us at www.lausdjobs.org

For any questions about this position, recruitment or our employment selection process, please contact the Human Resources Specialist - Daniel Sutherland at d.sutherland@lausd.net

DO YOU NEED TECHNICAL ASSISTANCE WITH THE ON-LINE APPLICATION?

Email us at helpmeapply@lausd.net

To find out whether the application deadline has been extended, visit the website at: <http://www.lausdjobs.org> .

The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion.

Reasonable accommodations in completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455 for more information.

Additional Posting Information

Selection and promotion are based on a competitive employment assessment process. Candidates who pass all parts of the assessment process are placed on a hiring (eligibility) list based on their assessment score. Hiring departments may make job offers to candidates on the top three ranks of the hiring list. Eligibility typically lasts for 12 months. The hiring list resulting from this assessment process may be used to fill open positions in related job classifications.

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