



CITY OF EVERETT

City Auditor

Director of Financial Operations and Audit

The City Auditor-Director of Financial Operations and Audit (Auditor/DFOA) is more than the City's chief accountant. As a key member of Everett's financial leadership team, the position is responsible for the integrity of the City's financial records, the strength of its accounting practices, internal controls, and the quality of financial information available to City leadership to support informed decision-making across the organization.

THE POSITION

Working closely with the Mayor, Chief Administrative and Financial Officer, Treasurer/Collector, department heads, the City Council, and external auditors, the incumbent will lead an important period of financial and organizational modernization. The next Director will strengthen core financial practices, improve reporting and accountability, help modernize financial systems, and develop the staff and processes needed to support a growing municipal organization.

The Auditor/DFOA position in Everett is an exceptional opportunity for an experienced municipal accounting professional to make a meaningful impact in a Massachusetts Gateway City. The successful candidate will have the opportunity to strengthen financial processes, advance organizational improvements, support future technology investments, and help shape the next generation of financial management practices in Everett.



ABOUT THE CITY OF EVERETT

Located immediately north of Boston, Everett is a vibrant and diverse urban community of more than 50,000 residents within just over three square miles. Everett combines the advantages of a compact urban environment with a strong sense of neighborhood identity and community pride, significant cultural and linguistic diversity, and an increasingly dynamic regional profile. The City has experienced substantial economic activity and significant growth and redevelopment over the past decade, transforming former industrial areas into new opportunities for economic development, housing, recreation, and public investment.

Everett is recognized as one of the region's most active redevelopment communities. Ongoing public and private investment, a growing commercial tax base, waterfront revitalization, and continued infrastructure improvements have positioned the City for long-term success. The City is strengthening its municipal organization around fiscal discipline, accountability, responsive service, and long-term planning. Everett is seeking a leader who can work across departments and communities, build durable partnerships, and translate ambitious goals into measurable improvements for residents.

Everett is proud to build on its strong industrial heritage and close neighborhood connections as a modern, vibrant, and welcoming place for residents, businesses, and visitors. The City is full of energy, character, and community that is on the move and seeks employees that are innovative and dedicated to serving a diverse and engaged public constituency. City leadership remains focused on maintaining quality municipal services, responsible fiscal stewardship, and strategic investment in the future.



- Chief Accounting Officer for a \$300M+ municipal organization
- Key member of the City's senior financial leadership team
- Lead role in financial systems and process modernization
- Advisor to the Mayor and City Council
- Manage and develop a professional accounting team of five (5) full-time staff
- Serve as ex-officio member of the Everett Retirement Board

GOVERNANCE & STRUCTURE

Everett operates under a Mayor-City Council form of government. The Mayor serves as the City's chief executive officer and is responsible for the administration of municipal operations. Legislative authority is vested in the elected City Council.

Appointed by the Mayor and confirmed by the City Council, the Auditor/DFOA is responsible for maintaining the integrity of the City's financial records, overseeing accounting operations, supporting compliance with applicable laws and regulations, and providing financial information that supports sound policy and operational decision-making.

The Auditor/DFOA plays a critical role within the City's financial management structure. Working closely with the Chief Administrative and Financial Officer, Treasurer/Collector, department heads, and external auditors, the Auditor/DFOA helps ensure that Everett's financial management practices support both accountability and innovation.

The position offers the opportunity to participate in important organizational discussions while maintaining the statutory independent financial oversight responsibilities entrusted to the office.

FINANCIAL FACTS

Assessed Valuation (FY2026): \$9.3 Billion	FY2024 Operating Revenue: \$308.3 Million
Property Tax Levy (FY2026): \$133.9 Million	FY2024 Operating Expenditures: \$295.2 Million
Residential Tax Rate: \$12.62 per \$1,000	Stabilization Fund Balance: \$22.7 Million
Bond Rating: AA+ (S&P)	Available Reserves: \$67.1 Million

KEY RESPONSIBILITIES

- Leadership and oversight of municipal accounting operations
- Plan, direct, and maintain the general ledger, subsidiary ledgers, journal entries, and financial postings
- Maintain appropriations and account structures, budget amendments, and transfers
- Prepare and submit required state and federal financial reports
- Oversee accounts payable and related financial controls, including procurement processes
- Perform special financial analysis and accounting projects
- Communicate effectively with elected officials, department heads, employees and residents to build productive relationships



THE IDEAL CANDIDATE

The ideal candidate will be a highly capable municipal accounting professional who combines strong governmental accounting expertise with sound judgment, a commitment to public service, and the leadership skills necessary to support a complex and evolving organization.

The successful candidate will bring a thorough understanding of governmental accounting principles and Massachusetts municipal finance practices, along with the ability to balance technical excellence with practical problem solving.

The Auditor/DFOA will be collaborative and approachable, while also possessing the confidence and judgment necessary to maintain strong financial controls and accountability. Everett seeks a leader who can mentor and develop staff while helping guide thoughtful process and organizational improvements.

The Auditor/DFOA will be a person of the highest integrity and will adhere to the laws and principles of conflict of interest and ethics.

The ideal candidate will view the Auditor/DFOA's role not simply as a compliance function, but as an important contributor to the City's long-term financial success.

WORK ENVIRONMENT

The position is a full-time, salaried position. Core hours are in-person in a municipal office setting open to the public 35 hours/week. Evening and extended hours may be required to attend City Council meetings and during peak periods such as the budget preparation and fiscal year close.

QUALIFICATIONS

Bachelor's degree in Accounting, Finance, Business Administration, Public Administration or related field and a minimum of five to seven years of progressively responsible experience in governmental accounting, auditing, finance, or related field, including at least three (3) years in a supervisory position, or any equivalent combination of education, training, and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job. A master's degree or CPA is preferred. Must either possess or pursue certification as a Massachusetts Governmental Accountant.

Preferred Skills. The Auditor/DFOA shall have demonstrated knowledge of governmental accounting principles and financial reporting requirements; municipal experience preparing financial reports, managing accounting operations, coordinating audits, and maintaining internal controls; possess strong analytical, organizational, and communication skills; proficiency in municipal financial management systems and implementation, chart of accounts redesign, process improvement, and Microsoft Excel.

SALARY AND BENEFITS

The City offers a robust benefit package. The anticipated starting salary range is \$140,000 to \$160,000 depending on qualifications and experience, plus a Retirement Board stipend of \$4,500.

QUESTIONS AND REFERRALS

Should you have any questions regarding this opportunity, please contact Mary Flanders Aicardi, Human Resources Practice Leader at 508-215-8992.

APPLICATION PROCESS

Please submit your cover letter and resume detailing your interest and qualifications to the Collins Center for Public Management recruitment email: CollinsCenterRecruit@umb.edu

Please submit a cover letter and resume combined in a single PDF with LAST NAME and Everett as the file name **and** email subject line. Review of resumes will be on a rolling basis, with preferences given to those who apply by October 9, 2026. The position will remain open until filled.

The City of Everett is an Equal Opportunity / Affirmative Action employer and does not discriminate on the basis of race, color, national origin, gender identity, sexual orientation, age, religion, disability, or any other protected category. Women, people of color, veterans, and persons with disabilities are strongly encouraged to apply.

To learn more about the Collins Center for Public Management visit: <https://www.umb.edu/cpm/>