

ORANGE COUNTY *FIRE AUTHORITY*



Now Inviting Applications For
The Role Of

FINANCE DIVISION MANAGER

RECRUITING SERVICES PROVIDED BY **BH**
Bob Hall & Associates

THE COMMUNITY

Orange County is nestled along the Southern California coast between Los Angeles and San Diego counties. As the third largest populated county in California, the vibrancy of this nearly 800 square mile jewel places it as the thirtieth largest economy in the world. Orange County has 34 cities and five supervisory districts serving a population of more than three million people.

A desirable place to live and work, Orange County is known for its ideal weather, recreation, and a wide range of cultural arts. Many of its public and private schools are ranked among the best in the nation. The county also has top rated attractions such as Disneyland, Knott's Berry Farm, pristine ocean beaches, and is the home of major league sports teams, including baseball's Angels and hockey's Ducks. Orange County boasts a thriving business economy and a well educated work force.

THE POSITION

Reporting to the Assistant Chief of Business Services, the Finance Division Manager provides leadership, exceptional customer service, and support to one of the largest fire service organizations in California. This includes directing, maintaining, and overseeing the financial activities of the Finance Division, which includes accounting, revenue collections, payroll, timekeeping, accounts payable, cost accounting, asset management, and other related functions. It is the responsibility of the Finance Division Manager to develop goals and objectives for the division, evaluate work processes and service delivery, and to recommend and implement process improvements. The Finance Division Manager will also play a critical role in several major initiatives currently underway and on the horizon, such as the implementation of a new Enterprise Resource Program (ERP). This is an exceptional career opportunity in one of the most progressive fire agencies in the United States.

THE DEPARTMENT

Headquartered in Irvine, California, the Orange County Fire Authority (OCFA) is a Joint Powers Authority (JPA) that serves approximately 1.9 million residents in a 586-square mile area, with 188,800 acres of wildland. The OCFA was formed on March 1, 1995, transitioning from the Orange County Fire Department to a JPA. The service area includes 23-member cities and the unincorporated areas of Orange County.

A 25-member Board of Directors governs the OCFA and includes an elected official appointed to represent each of the member cities and two representatives from the County Board of Supervisors. The OCFA is managed by an appointed Fire Chief who reports directly to the Board of Directors. By pooling resources, the OCFA can purchase additional fire engines and specialized equipment that some cities could not afford on their own. The OCFA does not allocate equipment based on city boundaries. Instead, all members have access to resources, including sophisticated rescue equipment, specialized apparatus, and helicopters.

The OCFA is the largest regional fire service organization in Orange County and one of the largest in California. The OCFA has a staff of approximately 1,580. Of those, 1,210 are professional firefighters and chief officers and 370 are non-sworn support staff working at the Regional Fire Operations and Training Center facility (RFOTC). These personnel provide front-line services, including prevention, education, dispatch, emergency response, and technical and administrative support. Additionally, OCFA Reserve Firefighters staff 10 stations throughout Orange County.



To learn more about the OCFA, go to www.ocfa.org





KEY RESPONSIBILITIES

- Manage and train a staff of 25 including mentorship and coaching, and offering opportunities for continued employee development, succession planning, and high performance.
- May serve as the Authority's Auditor, ensuring strict accountability of all funds, expenses, receipts, and disbursements.
- Oversees the coordination of financial support activities for in-county and out-of-county fire and disaster incidents.
- Direct the design, implementation, enhancement, and control of automated financial systems.
- Provides oversight of the Authority's payroll and timekeeping process.
- Direct the contracting of external financial and operational audits.
- Direct the preparation of the Annual Comprehensive Financial Report, State Controller's Report, and the Single Audit and may present such financials to leadership, management, and stakeholders.
- Experience and background working in a union environment with a clear understanding of the negotiation and MOU process.
- Provide technical advice and assistance to the Assistant Chief of Business Services.

IDEAL CANDIDATE

The ideal candidate is a confident, strong, energetic, assertive, and an ethically sound leader who can provide effective leadership for the Finance Division of the Business Services Department. They are a strong team builder, communicator, and engender loyalty among staff. In addition, the ideal candidate must have a proven track record of proactive, hands-on, participative finance management experience, and possess excellent interpersonal and problem solving skills, and the ability to think 'out of the box' to provide solutions to complex issues.

The candidate should also possess strength of character and depth of knowledge to inspire and lead the Finance Division's talented and dedicated staff. The successful candidate will continue to build on this positive approach of collaborative teamwork, employee development, and creating trust with colleagues through active listening and solutions-oriented dialogue. The Finance Division Manager must have a solid political acumen, be hands-on to support staff, and be open to new ideas.

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:

Experience: Seven (7) years of progressively responsible experience in governmental accounting, auditing and financial management, including at least three (3) years of supervisory experience.

Education: Bachelor's Degree in Accounting, Finance, or a related field. Master's Degree is desirable.

License or Certificate: Certified Public Accountant (CPA) designation is desirable, however not required.



BENEFITS

Annual Salary: \$158,202.72 - \$ 212,006.08

Cost of Living Increase: 2.5% on June 26, 2026

Current benefits include:

Retirement: OCERS (Orange County Employees' Retirement System)
Retirement Health Savings Plan

Medical, Dental, and Vision Insurance

CalPERS Medical Insurance
VSP (Vision Service Plan)
MetLife Dental Insurance

Life Insurance

Basic life and AD&D insurance coverage begins on your first active day of employment (equivalent to your base salary rounded to the nearest \$10K)

Longevity Pay

1.50% at the beginning of the pay period that includes the commencement of their 5th year and 3.0% at the beginning of the pay period that includes the commencement of their 10th year

Vacation Leave and Sick Leave

Nationwide Deferred Compensation Plan Available

Tuition Reimbursement is \$2,000 per fiscal year in accordance with the program guidelines

For a full description of benefits that apply, please follow this link: [OCFA Benefits](#)



APPLICATION PROCESS

CLOSING DATE | May 8, 2026

To apply for this exciting career opportunity, please send a compelling cover letter and your detailed resume electronically to: apply@bobhallandassociates.com.

Should you have any questions regarding this position or the recruitment process, please contact: **Kristine Ridge** at (714) 493-8506.

Application materials will be screened in relation to the criteria described in this brochure. Candidates deemed to be the most highly qualified will be invited to participate in the selection process. The selection process will include in-person interviews and/or Zoom meetings, with final interviews with the Assistant Chief of Business Services. Appointment is subject to completion of a thorough background and reference checks, and pre-employment medical exam.

Apply today and become part of an amazing team!

Recruiting Services Provided By

