

METROLINK



invites your interest in the position of

Chief Financial Officer



Recruitment Services Provided by
Ralph Andersen & Associates

OUR MISSION

To provide safe, efficient, dependable, and on-time transportation service that offers outstanding customer experience and enhances quality of life.

OUR VISION

To be Southern California's preferred transportation system built upon safety, reliability, customer service, leading-edge Financial, and seamless connectivity.



Join An Incredible Team

Metrolink, Southern California's regional passenger rail service, is seeking a highly qualified and dynamic professional for the role of Chief Financial Officer (CFO). As a public sector professional, the CFO will have an unquestionable sense of integrity and an inherent penchant for the stewardship of public funds, combined with the political aptitude to effectively posture the organization for success. Metrolink is looking for a proven strategic leader to oversee and execute the activities and operations of the Finance Department, which includes the Accounting, Contracts Administration, Budget and Grants Divisions. This vacancy is the result of an upcoming retirement.

Metrolink Agency Overview

Metrolink, Southern California's regional passenger rail service, is a reliable, safe, and environmentally sustainable transportation option spanning 545.6 service line miles and 67 stations across Los Angeles, Orange, Riverside, San Bernardino, Ventura, and San Diego counties. As an essential component of the region's mobility network, Metrolink connects people, communities, and businesses. The Arrow service, introduced in October 2022, enhances local and regional rail connectivity with nine miles of track and four new stations between San Bernardino and Redlands.

Committed to advancing the well-being of riders, communities, and the planet, Metrolink provides stress-free and affordable alternatives to car travel. With a focus on meeting evolving rider needs, the service offers flexible ticketing options, express schedules, and onboard amenities such as various seating choices, power outlets, quiet cars, and board & bike storage on every train. Operating at capacity, Metrolink's fleet of Tier 4 clean locomotives accommodates 12 million annual boardings, contributing to an 85% reduction in greenhouse emissions and the removal of an estimated 9.3 million vehicles from roadways each year. With 545.6 service line miles of track, Metrolink connects the people and communities of Southern California to the essentials of life: family, work, housing, and leisure.

Metrolink in perspective

- Metrolink is the nation's 3rd largest commuter rail system with **437** unduplicated route miles and **546** total route miles. See Metrolink's [station map](#).
- **184** million passenger miles per year (FY23).
- **59%** of Metrolink riders travel across county lines.
- **48%** of all trips are work-related (2022).
- **73%** of all Metrolink riders own an automotive but choose Metrolink (2022).

The Position

The CFO reports directly to the CEO and is a key member of the Executive Leadership Team. The CFO has high-level and expansive duties as the top financial advisor for the Agency, including the preparation and oversight of an Annual Budget of \$172 million.

This at-will position is responsible for planning, directing, managing, and overseeing the activities and operations of the Finance Department, which is comprised of 8 employees in the Accounting, Contracts Administration, and Budget and Grants Divisions. The CFO will serve as a highly responsible and strategic leader, providing complex financial and management support to the CEO and Executive Team. The CFO will coordinate assigned services and activities with other Metrolink departments, elected officials, member agencies, and outside organizations.

Key responsibilities include:

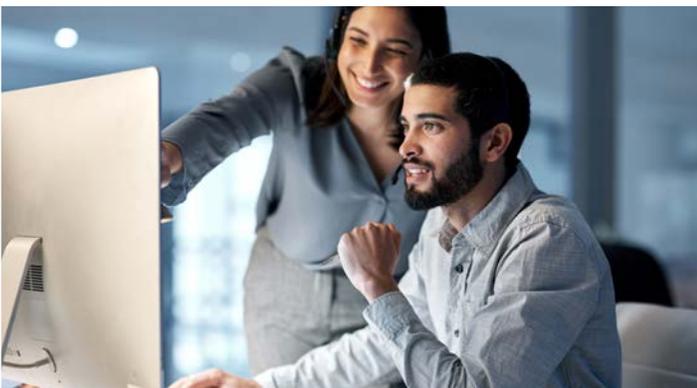
- Assume executive leadership and management responsibility for all Finance Division services and activities including accounting, budget, contracts and grant management.
- Direct, plan, manage, and coordinate the development and implementation of division goals, objectives, policies, and priorities as described in the Overall Work Program; establish, within Metrolink policy, appropriate service and staffing levels and allocate resources accordingly.

The Position *continued*



- Develop departmental and program area objectives that align with the Agency's strategic goals; manage and oversee the successful implementation and completion of objectives; ensure that appropriate and adequate resources are available and assist with identifying and resolving issues.
- Provide leadership for developing, monitoring, and evaluating financial-related operations, processes, and procedures that enhance organizational effectiveness; facilitate departmental and agency-wide process evaluation and improvement initiatives; and direct the successful implementation of changes.
- Seek out and foster strong partnerships and collaboration between the Finance Department Managers and other departments and program areas; foster opportunities to develop the Finance Division's role as an essential business partner throughout the Agency.
- Contribute as an active participant in Metrolink's management team for the development of strategic planning efforts and in addressing policy and management issues.
- Continuously monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; assess and monitor workload, administrative and support systems, and internal reporting relationships; identify opportunities for improvement; and direct the implementation of improvements.
- Develop and lead a high performing management team; monitor, evaluate, and promote team by providing opportunities for training and professional development.
- Oversee the development and administration of Metrolink and Finance Division budgets; direct the forecast of additional funds needed for staffing, equipment, materials, and supplies; direct the monitoring of and approve expenditures; and direct the preparation and implementation of budgetary adjustments as necessary.
- Manage and coordinate preparation of the Annual Draft and Final Budget including development of sub-regional projects, task narratives, line-item budgets, operating budget, and indirect cost allocation plan; coordinate the development of the Annual Budget Guidelines and Outline.

For an overview of the staff in the Finance Department click on the following link: CFO [Organizational Chart](#).



The Ideal Candidate

The ideal candidate will possess exceptional financial acumen, with proven leadership and executive-level oversight of administrative and fiscal activities in a complex public agency, particularly one with a strong focus on service delivery, capital projects, and construction-related activities. A deep understanding of operations is essential. The ideal candidate must be a big-picture thinker with a strategic mindset capable of handling negotiations and conflict resolution, with professionalism. Additionally, they must uphold the highest standards of transparency and accountability in all financial transactions, ensuring alignment with ethical and professional best practices. Knowledge of and experience in transportation is highly desirable.

This top financial executive will bring the experience needed to effectively collaborate within high performance teams, including multiple agencies and financial consultants, while navigating an environment where diverse and sometimes conflicting interests must be considered. This top caliber CFO will also have the ability to establish and maintain effective working relationships with other department directors, managers, staff, commissions, boards, elected officials, tenants, community, regulatory groups, and Metrolink partners.

Additionally, this ideal candidate will be an exceptional listener, communicator, and effective presenter. The CFO will engage with various committees and the Governing Board to present Metrolink's finances, ensuring transparency in communicating the organizations financial needs. The CFO will also be both diplomatic and decisive, demonstrating a willingness to drive innovation and entrepreneurial excellence within a public agency.

Personal traits and characteristics:

- A confident and engaging professional with exceptional communication, interpersonal, and leadership skills, driven by a passion for implementing best practices in a public agency.
- A strategic and forward-thinking financial advisor who can operate at a high-level while remaining engaged in day-to-day fiscal operations.
- Able to motivate others by instilling a drive to achieve goals while fostering a culture of inclusion, ensuring the organization's financial health and long-term success.

Desired Qualifications

Knowledge of:

- Auditing and accounting standards as prescribed by the Institute of Internal Auditors and Institute of Certified Public Accountants including General Accepted Accounting Principles (GAAP), General Accounting Standards Board (GASB) and General Accounting Auditing Standards (GAAS);
- Operational characteristics, services, and activities of a comprehensive financial management program;
- Grant funding and administration;
- Organization and management practices as applied to the analysis and evaluation of programs, policies, and operational needs;
- Modern and complex principles and practices of financial program development and administration; political and legislative processes;
- Advanced principles and practices of budget preparation and administration; principles of supervision, training, and performance evaluation; and
- Pertinent Federal, State, and local laws, codes, and regulations.



Desired Qualifications

continued

Ability to:

- Provide administrative, management, and professional leadership and direction for the Finance Division;
- Develop, implement, and administer goals, objectives, and procedures for providing effective and efficient financial management services;
- Plan, organize, direct, and coordinate the work of management, supervisory, professional, technical, and administrative personnel; delegate authority and responsibility; and select, supervise, train, and evaluate staff;
- Identify and respond to community and Regional Council issues, concerns, and needs;
- Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals;
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques;
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner; prepare clear and concise administrative and financial reports;
- Interpret and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions;
- Communicate clearly and concisely, both orally and in writing; and
- Establish, maintain, and foster positive and harmonious working relationships, team spirit, and collaboration with those contacted in the course of work.

Qualifying Experience and Education

Education: Possession of a Bachelor's degree from an accredited college or university with major course work in accounting, finance, public policy, business administration, or a closely related field is required.

Experience: ten (10) years of broad and progressively responsible professional accounting experience in a public or private sector environment, including five (five) years of supervisory experience within financial management.

Experience should include gathering and evaluating financial data to provide actionable recommendations to senior leadership, as well as partnering with executive staff in a senior financial management role to develop and implement innovative financial strategies.

Compensation and Benefits

The Agency offers an attractive and competitive salary and benefits package. The salary for the Chief Financial Officer is dependent upon qualifications and experience. The current annual salary range is \$206,262 to \$319,707.

The employee benefits package, as noted below, is subject to change and includes:

Retirement: Metrolink contracts with the California Public Employees' Retirement System (CalPERS). New Members (as defined by the Public Employees' Pension Reform Act) currently pay an 8 percent employee contribution and SCRRRA pays an employer contribution, which varies each year. For Classic Members, Metrolink pays 100 percent of the employee contribution. The retirement formula for New Members is 2%@62 and Classic Members is 2%@60.

Health Insurance: Metrolink offers a choice of health plan options provided through CalPERS. Metrolink contributes 87.50% and employees contribute 12.50% of the premium for coverage of employees and their eligible dependents. Metrolink pays the full premium for dental and vision coverage of employees and their eligible dependents. A vision buy-up option is also available.

Flexible Spending Account Program: Metrolink maintains an IRS Section 125 Plan that includes spending accounts for health care and dependent care.

Alternative Work Schedule: Metrolink offers a 9/80 Alternative Work Schedule.

Telecommuting Hybrid Schedule: Metrolink offers employees the option to telecommute up to two (2) days per week. Employees on a 9/80 schedule are not eligible to telecommute.

Deferred Compensation: A 457 plan is available, which allows tax contribution up to IRS limits.

Retiree Medical: Metrolink offers retiree medical coverage to eligible employees with a minimum of 10 years of credited CalPERS service, 5 of which must be performed at Metrolink, in accordance with the vesting schedule.

Paid Time Off: Metrolink provides employees with Paid Time Off (PTO) for vacations, illnesses, injuries, medical/dental appointments, religious holidays, personal business, and emergencies, which is the equivalent of 25 days per year up through four (4) years of service. At the CEO's discretion, prior service at a public transportation or public agency, or rail transportation company may be counted towards an employee's total service years to increase the employee's PTO accrual rate.

Holidays: Metrolink observes 12 holidays a year.

Life and Accidental Death and Dismemberment (AD&D) Insurance: Equal to one-time annual salary up to a maximum of \$350,000; premium paid by Metrolink.

Long-Term Disability: Provides for income replacement of 60% of monthly earnings up to a maximum benefit of \$10,000 per month after an employee is disabled for 90 days; premium paid by Metrolink.

Individual Disability Insurance: Provides "gap" coverage for employees earning more than \$200,000 per year to increase their LTD benefit amount to 60% of their monthly earnings; premium paid by Metrolink.

Transportation Pass: Metrolink offers a free Metrolink pass or other transit pass to ride any greater Los Angeles area transit system for commuting purposes. Employees may also purchase a monthly Metrolink pass for their eligible dependents at a 50% discount.

To Apply

This is a confidential recruitment and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references will not be contacted until mutual interest has been established. Candidates are encouraged to apply by **Monday, May 12, 2025** Electronic submittals are strongly preferred via email to apply@ralphandersen.com, and should include a compelling cover letter, comprehensive resume, and 5 professional references. Ralph Andersen & Associates will work in concert with Metrolink to conduct the initial evaluation of submitted materials to determine the best overall match with the established criteria as outlined in this recruitment profile. Confidential inquiries welcomed to Mr. Fred Wilson, Ralph Andersen & Associates, at (916) 630-4900.

For further information regarding Metrolink visit: metrolinktrains.com.



Metrolink is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Authority will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

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