

**TOWN TREASURER
THE TOWN OF KIAWAH ISLAND,
SOUTH CAROLINA**

This is an outstanding opportunity for a seasoned finance professional to work in a resort community located adjacent to the Atlantic Ocean. The Mayor, Town Council and Town Administrator are seeking an experienced treasurer/finance director to continue to manage the finance/treasurer functions of the Town and to be an effective steward of the Town's assets for the future.

The successful candidate for the position of Town Treasurer of the Town of Kiawah Island should possess a Bachelor's degree in Accounting or a related field supplemented by three to five years of strong and responsible experience in governmental or private sector accounting; or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities. A related advanced degree and/or CPA are desired but not required; and must display evidence of continued professional development.

The Town Treasurer for the Town of Kiawah Island works under administrative direction and administers all financial transactions including cash receipts and disbursements, payroll and investments in accordance with governmental accounting standards and generally accepted auditing standards. The Town Treasurer exercises supervision over department clerical, accounting, court administrator/business license official and finance clerk/purchasing personnel, reviews work of subordinates for completeness, effectiveness and accuracy. The Town Treasurer reports to the Town Administrator.

Kiawah Island is a barrier island located on the Atlantic Ocean Southwest of Charleston, South Carolina. The island has just over 1,600 full-time residents and the population grows to approximately 10,000 during the summer months.

The Town of Kiawah Island is unique among other South Carolina municipalities. Kiawah Island is a "residential community with a resort surrounded by a unique and beautiful natural setting." Also the Kiawah Island Community Association (KICA), a private nonprofit property owner association, shares responsibility for serving residents and provides services including road and drainage maintenance for owned property; premise security; landscaping; and recreation within the gated community.

The Town of Kiawah Island was incorporated by the State of South Carolina on September 13, 1988. The Town operates as a Mayor-Council form of government, i. e., strong mayor. The Town Council is composed of a Mayor and four Council Members. Terms for the Mayor and each Council Member are two years. The current term (2014-2016) is the fourteenth full administration. The at-large elections are non-partisan.

Currently there are 1,626 voters on the rolls. Elected officials are volunteers who receive no compensation or salary. The Mayor and four Council Members comprise the legislative branch of the Town. It is their duty to set overall policy in matters concerning the operation of the Town's affairs.

The Mayor is charged with the executive functions of Town management. He/she is responsible for assuring compliance with the policies established by the Town Council. The Town Administrator provides support, advice and assists in these administrative duties. Since incorporation, the Town has grown from 1 full-time to 13 full-time positions. The Town provides services as prescribed by State statute to its citizens and guests.

The Town has a FY 2014-2015 total budget of \$6.5M with a General Fund budget of \$4.5M. Island property owners pay no Municipal property taxes to the Town, which has a current reserve of \$11-13M. A new Municipal Center is in the planning stages. There are no employee unions.

The starting annual salary for the Town Treasurer position will be market competitive commensurate with qualifications and experience. An excellent fringe benefit plan will be provided as well. Reasonable relocation expense reimbursement will be considered. The selected candidate will not be required to live on Kiawah Island, but will need to live within reasonable commuting distance.

This position is open until filled. First review of candidates will occur on August 14, 2015.

Confidential resumes should be sent by close of business on August 14, 2015, to **James Mercer, President/CEO, The Mercer Group, Inc., 5579B Chamblee Dunwoody Road, #511, Atlanta, GA 30338. VOICE: 770-551-0403; FAX: 770-399-9749. E-Mail: jmercerc@mercergroupinc.com, Website: www.mercergroupinc.com *Equal Opportunity Employer***

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