Finance Director

The Village of Burr Ridge, IL

Executive Recruitment

Lead with integrity. Bring your expertise. Shape what's next. Make a lasting impact.

65th North Group

THE COMMUNITY

The Village of Burr Ridge is a beautiful, distinctive residential and business community located in DuPage and Cook Counties, approximately 20 miles southwest of downtown Chicago. The Village combines beautiful residential neighborhoods, a strong commercial economy, high-quality municipal services, excellent schools, convenient transportation, and an outstanding quality of life.

Residents enjoy the advantages of suburban living while remaining closely connected to the entire Chicago metropolitan region. I-55, I-294, Route 83, and other major transportation corridors provide convenient regional access, while both O'Hare and Midway International Airports are readily accessible.

The Village offers safe and attractive neighborhoods, highly rated schools, a strong regional job market, excellent dining, shopping, and services, and convenient access to the cultural, recreational, professional, and employment opportunities of the greater Chicago area.

The Village is primarily located in DuPage County, which consistently ranks among Illinois' premier counties for health, schools, economic opportunity, and overall quality of life. DuPage County is ranked the healthiest county in Illinois and among the healthiest counties in the United States.

The Village of Burr Ridge offers a rare opportunity for an accomplished finance professional to join a highly collaborative organization, become a trusted member of the executive leadership team, and help shape the next generation of financial and administrative services in one of the Chicago region's premier communities.

The Village of Burr Ridge's appeal, however, goes beyond rankings. It is a community that has deliberately maintained its distinctive character while supporting a strong business base, sound infrastructure, responsible growth, and high-quality public services.

GET TO KNOW THE VILLAGE

Click here or scan the QR code to watch a short video and get a feel for the community, organization, and people who make The Village of Burr Ridge such a special place to work.

THE ORGANIZATION

The Village is a professionally managed municipal organization committed to high-quality service, responsible financial stewardship, continuous improvement, and a workplace culture built around trust and collaboration.

The Village is transitioning from separate Finance and Administration Departments, led by outsourced financial consultants, to a unified Administrative Services Department under this Finance Director. The outgoing lead financial consultant will be available for one year after hire to train, assist, and advise the selected candidate on the Village's services and financial structure.

The organization is intentionally lean, professional, and service-focused. Employees work closely across departmental lines, and strong employee retention reflects a healthy organizational culture where employees are valued and professional growth is encouraged.

The Village actively supports continuing education and professional development and encourages employees to grow throughout their careers. Flexible work arrangements, including work-from-home opportunities where appropriate, complement an environment that values performance, accountability, trust, and results.

The Village is conducting long-range facility assessments to ensure its public buildings serve the community for decades to come. It examines how workplace practices, technology, and public expectations shape local government, identifying ways to improve efficiency and service delivery and create welcoming, accessible spaces.

The Village is in a strong organizational position, having earned the GFOA Triple Crown Award three years running, eliminated its municipal property tax starting in 2027, and is debt-free with significant cash reserves. Other current and upcoming financial initiatives include a police pension analysis, proactive completion and implementation of recommedations found in an independent internal control and fraud risk vulnerability study, implementation of AI-enabled accounts payable process management, and ongoing evaluation of opportunities to improve efficiency, internal controls, service quality, and organizational performance.

The Village is politically and organizationally stable. In its 2024 community survey, 95% of respondents had confidence in Village government, 93% felt they received good value for their taxes, and 92% approved of the Village's overall direction. The Mayor and Village Administrator are elected or contracted through 2029; the last two municipal elections were uncontested, and elected officials average over 10 years of service. The Board values staff expertise, and under the current Administrator, department heads have left only through retirement, with the Village experiencing very low overall employee turnover. The Village places a high premium on setting industry-best standards, and has accomplished this through its GFOA awards, CALEA accreditation of the Police Department, and pursuit of APWA accreditation in Public Works.

The Village maintains three collective bargaining agreements, requiring thoughtful financial planning and close collaboration among Finance, Administration, Police, Public Works, Community Development, and other Village leadership.

This Village is willing to examine its own practices, invest in improvement, embrace technology thoughtfully, and continually challenge itself to become better. The next Finance Director will have a meaningful role in that work.

For the next Finance Director, the Village offers something increasingly rare: the opportunity to build a career in an outstanding community while working for an organization where professional excellence, innovation, relationships, and employee development genuinely matter.

OUR CULTURE

For the Village, culture is not simply language on a wall, it influences how employees are hired, how leaders are expected to work, and how the organization serves the community.

The Village's mission is straightforward:

Our extraordinary services distinguish the Village as the exceptional community we all share.

Our vision focuses on enhancing high-quality infrastructure, community development, and public safety while advancing people through innovation, technology, and professional growth.

The Village's Vision focuses on how employees are expected to accomplish that mission:

- Integrity & Ethics
- Creative Problem Solver
- Collaborative Team Player
- Self-Motivated with Initiative
- Compassionate & Empathetic
- Coachable
- Respectful

The next Finance Director must genuinely reflect each of these values.

Technical expertise is important. Character, judgment, humility, communication, and the ability to build relationships matter more.

The Village is looking for a leader who listens first, communicates openly, collaborates naturally, remains humble, embraces new ideas, and has the professional courage to provide candid advice.

THE OPPORTUNITY

This is much more than a finance position.

Finance is the foundation of the role, and the Village is seeking an outstanding finance professional. The Finance Director will oversee the Administrative Services portfolio, serve as one of the Village's four department heads, and serve as a key advisor to staff, elected officials, and appointed officials. The Finance Director will manage confidential information and provide input to strengthen the organization's health and function.

The Director oversees the Village's financial planning, budgeting, accounting, revenue management, treasury and investments, payroll, purchasing, utility billing, accounts payable and receivable, cash receipts, debt management, financial reporting, risk management, audit preparation, financial policies, and internal controls. The Village has implemented cloud-based BS&A as its ERP and expects the incoming Director to continue its development and maturation over the long term.

Managing finance is vital, but it is only part of the opportunity. The Finance Director also provides executive leadership and oversight involving human resources, information technology, ERP systems, document management, Village Clerk functions, licensing, constituent services, and other administrative operations.

The Finance Director reports directly to the Village Administrator and oversees a talented professional team, including the Administrative Services Manager, Accounting Analyst, Utility Analyst, Accounting Assistant, Management Analyst, Deputy Village Clerk, and Administrative Coordinator.

The Director serves as staff liaison to the Police Pension Board and plays an important role in maintaining the Village's fiduciary responsibilities, long-range financial planning, investment management, purchasing practices, technology initiatives, and relationships with auditors, financial institutions, consultants, vendors, employees, and other professional partners.

Financial management remains the technical anchor of the position. The broader scope creates an unusual opportunity for a finance professional who wants to influence the entire organization.

Finance is the technical anchor. The opportunity is much broader. This position provides a seat at the executive leadership table and the ability to influence financial management, technology, human resources, customer service, organizational systems, and the future of the Village.

THE NEXT FINANCE DIRECTOR

The Village wants more than someone who can produce a budget, close the books, prepare financial statements, and manage an audit.

It wants a leader and trusted advisor.

Humility matters.

The successful candidate will be an attentive and highly effective listener who takes the time to understand an issue before reaching a conclusion. This person will communicate complex financial information clearly and directly, whether speaking with the Village Administrator, elected officials, employees, residents, auditors, or someone without a financial background.

Collaboration will come naturally.

The next Director should view other departments as partners and internal customers. The individual should take the time to understand their operations, challenges, and needs while helping them achieve their objectives within sound financial, legal, policy, and internal control parameters.

The Village is looking for someone confident without ego, accomplished without arrogance, and willing to continue learning regardless of experience level. A strong Director will ask questions, invite other perspectives, share credit, accept constructive feedback, and remain open and committed to initiating better ways of doing things.

Professional courage is important.

The Village Administrator is seeking a Finance Director who will provide independent professional advice, challenge assumptions when appropriate, and respectfully say “we shouldn’t do this” when financial analysis, law, policy, internal control, ethics, or the Village’s long-term interests require it.

The Administrator should be able to depend on the Finance Director for thoughtful, candid advice, even when that advice may not be what someone hoped to hear. That relationship requires expertise, sound judgment, mutual respect, and trust.

The next Director should be forward-looking. The Village values leaders who see beyond how things have always been done, identify practical opportunities for improvement, and use technology, data, and innovation to make government operate more efficiently and effectively.

Excellent customer service is essential.

Residents, businesses, employees, and departments should experience Finance and Administrative Services personnel as responsive, professional, approachable, and solution-oriented. The Director should routinely ask how processes can become clearer, easier, faster, and more effective without sacrificing accountability or internal control.

The successful candidate will care deeply about employees. This person should enjoy developing people, creating opportunities for staff to grow, recognizing strong performance, coaching when improvement is needed, and building a workplace where people want to remain.

Most importantly, the next Finance Director will join a team that makes the Village of Burr Ridge better for its residents, its employees, and the people who will serve the organization in the future.

THE IDEAL CANDIDATE

The Village seeks a strong finance professional who understands fund accounting, budgeting, financial reporting, forecasting, investments, audit preparation, internal controls, purchasing, revenue management, financial systems, experience with or knowledge of human resource functions, and the stewardship responsibilities associated with public funds. A CPA credential is preferred, but not required.

The successful candidate will see beyond the numbers, identify emerging financial issues, evaluate long-term implications, and translate complex financial information into clear, pratical guidance that supports sound decision-making by the Village Administrator and elected officials.

The Village welcomes candidates with different career paths and experiences and recognizes that highly effective leaders do not all follow the same professional path. Candidates who meet the minimum qualifications and believe their experience, accomplishments, financial expertise, judgment, and values prepare them to contribute meaningfully to the Village are strongly encouraged

MINIMUM QUALFICATIONS

- Candidates must possess a bachelor's degree from an accredited college or university in Accounting or another closely related field.
- Candidates must possess approximately five years of progressively responsible related professional experience, including at least two years of supervisory experience.
- Beyond these minimum requirements, the Village will evaluate each candidate's professional background, leadership experience, accomplishments, financial expertise, judgment, communication ability, and demonstrated alignment with the organization's culture and values.

COMPENSATION AND BENEFITS

The Village of Burr Ridge intends to offer a highly competitive compensation and benefits package designed to attract an outstanding Finance Director.

The salary range for the position is $133,900 - $180,250, with the minimum starting salary being $165,000, with final starting compensation dependent upon the successful candidate's experience and qualifications. The salary will increase by $5,000 effective May 1, 2027.

The Village provides an outstanding benefits package that includes:

- ❑ 160 hours of annual vacation leave, increasing to 200 hours after five years, 32 hours of annual personal leave, and 80 hours of annual sick leave, all available immediately upon hire
- ❑ 8 1/2 paid holidays
- ❑ 120 hours of paid childbirth/adoption leave, available to either parent
- ❑ Choice of HMO/PPO health plans (Village pays 90% for single and 75% +1 and family coverage)
- ❑ Dental and vision coverage at no employee cost
- ❑ Participation in the Illinois Municipal Retirement Fund (IMRF)
- ❑ Work-from-home and remote-work opportunities
- ❑ Fitness center/wellness reimbursement program
- ❑ Personal finance and budgeting software reimbursement program
- ❑ Professional development, national/state/local conferences, and continuing education opportunities
- ❑ Employee anniversary recognition programs

The Village invests in its employees professionally, financially, and personally. The combination of competitive compensation, substantial paid leave, strong insurance and retirement benefits, workplace flexibility, professional development, and wellness resources reflects an organization that values its employees and wants them to build long-term careers with the Village.

This is an amazing opportunity to join a stable, highly regarded organization with strong employee retention, a healthy workplace culture, talented colleagues, and leadership that values professional expertise, innovation, and continuous improvement.

SELECTION PROCESS AND HOW TO APPLY

The position will remain open until filled.

Candidates are encouraged to apply as soon as possible, with a final deadline of October 27, 2026.

65th North Group will conduct a comprehensive evaluation of submitted materials and candidate backgrounds, including professional experience, financial expertise, leadership characteristics, accomplishments, communication ability, and alignment with the Village of Burr Ridge's organizational culture.

Candidates selected for the short list are anticipated to participate in remote interviews by mid-November 2026. Finalist interviews are anticipated to be completed on-site between November 30 and December 4. Travel reimbursement will be provided to any finalist candidate currently working/residing outside of the Chicagoland region.

The anticipated start date is January 2027, with the final start date coordinated with the selected candidate.

The Village intends to conduct a thoughtful but efficient recruitment process designed to identify a Finance Director who can succeed technically, become a trusted member of the leadership team, strengthen an already healthy organization, and contribute to the Village for years to come.

To apply for this outstanding opportunity, submit a cover letter and resume to:

BRFinance@65thnorth.com

Direct questions regarding the position or recruitment process to:

Gary Eisenga
65th North Group
geisenga@65thnorth.com
(888) 702-4548

VILLAGE OF BURR RIDGE, ILLINOIS
A Very Special Place. An Exceptional Opportunity.
The Village of Burr Ridge is an Equal Opportunity Employer.