



# Finance Director

Sugar Grove, Illinois



The Village of Sugar Grove, Illinois, is seeking an accomplished and energetic professional as its next Finance Director. This position serves as the Village Treasurer and directly oversees the Finance Department. Responsibilities include the annual budget, audit, utility billing, investments, payroll, and benefit administration.

## **The Village of Sugar Grove**

The Village of Sugar Grove has maintained its hometown charm while growing into a desired suburb. The Village is a community of middle and upper-middle class residences covering approximately nine square miles with a 2020 census population of 9,278 residents. The Village is located 50 miles southwest of Chicago, in Southern Kane County; a short distance from the City of Aurora and the City of Naperville, the two largest municipalities in the metropolitan area outside the City of Chicago.

The Village of Sugar Grove is uniquely situated for growth with access to multiple transportation options that benefit current and potential businesses in the area. US Route 30 and State Routes 47 and 56 run through the Village with Interstate 88 on our northern border. The Aurora Municipal Airport is located along US Highway 30 adjacent to the Village.

The Village has a diversified tax base and is home to both national companies as well as small local employers., This allows residents to not only live in the community, but work here as well.

Sugar Grove boasts excellent educational institutions. From preschool through high school, residents are served by Kaneland Community Unit School District 302. Sugar Grove is home to John Shields Elementary and Harter Middle School. Located adjacent to Sugar Grove, Waubensee Community College, one of the premier community colleges in Illinois, offers educational courses to students as well as providing workforce resources for businesses. The Village is also in close proximity to Northern Illinois University and Aurora University.

The Village is proud to be home to Rich Harvest Farms, a Golf Digest top 100 golf course in the America. Rich Harvest Farms hosts many national and international events, including the 2009 Solheim Cup, 2017 NCAA National Golf Championships, 2021 Arnold Palmer Cup, and 2022 LIV Golf Invitational Chicago. The facility is also home to the Kids Golf Foundation of Illinois and the Northern Illinois University Huskies Men's & Women's golf teams.





## The Organization

Sugar Grove was incorporated in 1957. It operates under the Board/Administrator form of government with a Village President and six Trustees elected at large to four-year staggered terms. The Village is a non-home rule community with a total of 45 FTEs equaling 50 employees over six departments - Administration, Finance, Community Development, Public Works, Economic Development and Police. The General Fund budget is approximately \$6.7M, with all funds totaling \$16.7M. Sugar Grove is a full service village with separate library, park and fire districts.

## Recreation and Culture

The Village is home to many festivals and community events throughout the year.

- In July, the community holds the annual Corn Boil, which features live entertainment, carnival, parade, crafts, fireworks and, of course, lots of delicious sweet corn.
- In the summer, the Sugar Grove Arts and Entertainment Committee hosts Groovin' in the Grove, a free outdoor concert series.
- In June and September, the Village hosts Food Truck Fridays at Village Hall.
- Each December, the Kiwanis Club hosts Holiday in the Grove, which includes Breakfast with Santa, tree lighting ceremony and other festive holiday activities.
- In addition, there are several local parks within the Village, Bliss Woods Forest Preserve and the Virgil Gilman Nature Trail.

## A Statistical Snapshot of Sugar Grove, Illinois

Population – 9,278 (2020 Census)

Land Area – 9.0 square miles

White (non-Hispanic) – 79.7%

Median Household income - \$109,331

Median House Value - \$294,600

Persons 18 years or over, percent – 76.1%

Total Households – 3,322

Bachelor's Degree or higher – 41.3%



## Major Opportunities

- The Village is in excellent financial condition with AA+ bond rating with no general obligation debt and twenty-five percent fund balance policy.
- The Village is self-funding a six-million-dollar renovation of the Police Station from reserves.
- The community is in need of a new Village Hall to consolidate departments.
- The Village is facing three large capital projects in the Water Department that will require strategic financial planning.

## The Ideal Candidate

The Village of Sugar Grove is seeking a dynamic and experienced finance professional to serve as its next Finance Director. The ideal candidate is a hands-on, technically proficient leader with a strong background in municipal finance. This individual thrives in a small government setting, excels at improving financial systems, supports staff development, and demonstrates unwavering integrity and a commitment to sound financial governance.

Additionally, this person should be collaborative, forward-thinking, and passionate about public services skilled in relationship-building, mentoring, and implementing best practices in local government finance.

### **The Village Seeks a Finance Director Who Is:**

#### **Technically Skilled and Grounded in Municipal Finance**

A working director with deep expertise in public sector accounting, financial reporting, budgeting, and investment strategies. Brings experience in long-range fiscal planning and is active in professional organizations such as GFOA.

#### **Ethical and Transparent**

A principled leader who values integrity, accountability, and public trust. Promotes transparency in all financial operations and fosters a culture of open communication and ethical conduct.

#### **Collaborative, Solutions-Oriented, and Resilient**

Approachable and confident, with a positive attitude and a willingness to work across departments, with external partners, and with the public. Brings a calm, steady presence and a sense of humor—even under pressure.

#### **Independent and Proactive**

Self-motivated and capable of working with minimal supervision. Takes initiative, offers thoughtful recommendations, and sees projects through to completion.

#### **Supportive and Leadership-Focused**

A natural mentor who enjoys developing staff. Encourages open dialogue, values diverse perspectives, and creates an empowering and inclusive work environment.

#### **Engaging and Community-Minded**

Comfortable communicating with elected officials, staff, and residents. Experienced in presenting to Village Board members, budget committees, and the media. Thrives in a close-knit, small-town government setting.

## Organizational Culture

The Village of Sugar Grove values transparency, integrity, and service to the community. The organization fosters mutual respect, compassion, and teamwork. Employees are expected to be confident, kind, self-directed, and adaptable. The work culture is casual yet professional, with a strong emphasis on work-life balance and a shared commitment to delivering results.

## Education and Experience

The successful candidate will possess:

- A Bachelor's degree in Finance, Accounting, or closely related field (Master's degree preferred)
- Five (5) – eight (8) years of progressively responsible finance experience, with a minimum of three (3) years management capacity
- Experience in a public sector agency with demonstrated success in a small government municipal finance environment.
- CPA, CGFM or CGFO Certification are desirable

## Compensation and Benefits

The Village of Sugar Grove offers an excellent compensation package that is anticipated to include the items below. The final package design is flexible and will be structured to meet the needs of the successful candidate.

- Salary Hiring Range: \$135,000 - \$143,000.
- Retirement: IMRF
- Deferred Compensation: Voluntary through IPPFA or ICMA-RC
- Medical: Blue Cross Blue Shield
- Health Savings Accounts (HSA) & Flexible Spending Accounts (FSA)
- Dental/Vision: Principal Life
- Voluntary Additional Life Insurance: Principal Life
- Life Insurance: \$50,000 Value Employer Paid
- Holidays: 12 paid Holidays per Year
- Vacation Leave: Initial Accrual of 80 hours per year with increases based on longevity. Negotiable with proof of prior Public Sector Experience
- Sick Leave: Accrual of 72 hours per year.
- PLFAW: 40 hours per year.
- AFLAC: Optional employee-paid benefits including Short-term Disability, AD&D, Critical Illness, Cancer Care and Hospital Coverage
- Cell Phone: Village-issued Cell Phone or Stipend Provided for Use of personal cell phone.

## Application Procedures

To apply for this position, please send a letter of interest, resume and five (5) professional references (who will not be contacted until there is mutual interest) no later than September 30, 2025, to:

Tracey Conti. Executive Assistant & Village Clerk  
160 S Municipal Drive, Suite 110  
Sugar Grove, Illinois 60554

Email: [tconti@sugargroveil.gov](mailto:tconti@sugargroveil.gov) The Village of Sugar Grove is an Equal Opportunity Employer.