**Director of Budget & Financial Planning**

The Director of Budget and Financial Planning plans, develops and directs the financial and accounting activities of the school; providing primary oversight for school-wide financial functions and planning in areas such as: fiscal control, capital financing, cash management, financial planning and reporting, patient accounts and billing, budget projection and forecasting, cost accounting and project planning.

The director advises the Dean, Senior Associate Dean and the school’s leadership regarding broad and complex business, administrative, and financial operations inclusive of: faculty funding structures and clinical operations, i.e., Dental Faculty Associates, Hospital Dentistry, predoctoral clinics, graduate clinics, and Community Based Dental Education. The director provides leadership and management to the school’s Financial Services and Clinic Billing Offices and staff.

The director directs and monitors the preparation and analysis of financial reports and forecasting activity and assists in the development of unit budget allocations and funding and evaluation of the financial performance of the various units of the school.

The director prepares budgetary materials for the annual university budget and directs the preparation of all financial analyses and reports for the school and reviews and recommends revisions and manages implementation of changes to the school’s budget process. The director develops capital financing plans with university financial units.

In cooperation with the Leadership Team and department managers, the director develops enhancements to the school’s financial management information systems and assists in school-wide and university-wide strategic planning and policy development, and in program planning for instructional, research, service and financial resources. The director acts as liaison with senior university officials regarding various financial issues and represents the school in audits of financial and internal control systems and financial presentations.