

POSTED 3/10/2026

Farmington River Regional School District
Otis and Sandisfield, MA

Seeking applicants for the position of:

SCHOOL DISTRICT TREASURER

Farmington River Regional School District, Otis, MA. seeks a qualified person to serve as School District Treasurer.

Farmington River is a small rural community school of about 190 students PK-12, with one class of each grade level. The general roles of the School District Treasurer are to provide supervisory oversight of the district's financial operations, stewardship of the district's accounts and assurance to the school committee and town governments that public funds are being used for their intended purposes. Duties include:

- Maintenance of the "cash book:" recording all activity that may affect cash on a monthly basis.
- Certification of E&D (Excess and Deficiency) Funds: assisting with the processing of end-of-year reports and verifying all balances filed to the state.
- Assessment certification: once the school committee has adopted a budget, submit certification of town assessments to town governments and finance committees.
- Annual Audit: Support auditors by providing Cash Book records and information related to the internal financial controls used by the district to ensure separation of duties.

REQUIRED QUALIFICATIONS:

The School District Treasurer should have a background in finance or accounting, preferably in the area of municipal or public finance. A degree in the areas of business, finance, accounting and/or public administration is preferred. An intermediate to advanced knowledge of Excel is needed.

HOURS/DAYS OF WORK: Approximately 6-10 hours per month, remote work is possible

COMPENSATION: Annual stipend, negotiable

TO APPLY:

Send a letter of interest, resume, and three letters of reference to:

Timothy Lee, Superintendent
Farmington River Regional School District
55 North Main Road
Otis, MA. 01253.

TIMELINE: open until filled, orientation to commence in May or June of 2026, assuming responsibilities on or about July of 2026