Position Opportunity

Town of Upton, MA

Finance Director/Town Accountant

Upton, MA (pop. 8,560), a desirable community located 36 miles west of Boston and 15 miles southeast of Worcester, is seeking an experienced, collaborative, and highly qualified Finance Director/Town Accountant to lead the Town's financial functions. Reporting to the Town Manager, this key member of the Upton management team directs the Finance Department, including the Town Accountant, Treasurer/Collector, and Assessors offices, while serving as Town Accountant and a strategic financial advisor. Upton has an Open Town Meeting form of government with a Town Manager and a three-member Select Board. Upton is a financially stable community with a FY26 operating budget of $32 million, an AA+ bond rating, strong, conservative financial practices and stable reserves.

Upton is seeking a motivated, confident municipal finance professional who will provide sound financial leadership and demonstrate strong management and effective communication skills. Candidates should have expertise in modern municipal accounting and of applicable provisions of the Massachusetts General Laws; knowledge of the Uniform Municipal Accounting System (UMAS); and familiarity with computer applications for accounting and financial management.

Preferred candidates will have a master's degree in accounting, finance, business administration, public administration, or a related field, with five years of municipal finance experience, including supervisory experience. The Town may consider any equivalent combination of education and experience in determining whether a candidate has met the requisite qualifications.

This is a full-time position. Salary range $100,000–$138,000 annually with an anticipated hiring salary of $126,000 +/- DOQ. The town offers an attractive compensation package, flexible work hours, and opportunities for professional development and continuing education.

For a guaranteed review of materials, send résumé and cover letter in a single PDF via email, in confidence, by 3 p.m., Nov. 30, 2026, Subject: Upton Finance Director/Town Accountant to: Apply@CommunityParadigm.com.

Visit www.CommunityParadigm.com for full Position Statement. For questions, contact Julie Jacobson, Senior Associate, Community Paradigm Associates, at jjacobson@CommunityParadigm.com.