



Chief Financial Officer

The Position

The Chief Financial Officer will be responsible for managing all the accounting and financial functions of the organization.

Primary responsibilities include oversight and accountability for the monthly close process, timely and accurate financial reporting, and internal control and policy development. The CFO will create and implement policies and procedures to identify, resolve and document accounting issues, as well as design procedures for the close and reporting process that increase efficiency and accuracy.

The CFO will be working with project and program feasibility analysis, budget preparation and asset management. Additional responsibilities will be to propose, develop and monitor new procedures, practices and programs related to financial and asset management. The CFO will lead, coach and mentor one direct report.

As a member of the Senior Management Team, the CFO will report to the President & CEO.

The Organization

A 36-year-old nonprofit that sustains 70 local jobs and serves more than 900 families annually.

Location

This role is based in Green Bay, Wisconsin.

Ideal Candidate

Education – A Bachelor's Degree in Business Administration, Accounting, Finance or related discipline. Active CPA certification a plus. A minimum of 5 years of experience. Public accounting firm with year-end audit experience preferred. Real estate experience a plus. Exposure to tracking and management of grants and/or grant reporting is a positive. Familiarity with Microsoft Dynamics Great Plains software is desirable, but not necessary.

Interpersonal and Communication Skills – Strong oral and written communication skills are a must. An effective and professional presentation style. Able to think on one's feet and answer questions with confidence. Important to be social, approachable and a good listener. Adept at engaging both internal and external customers. Able to build relationships with banks, government entities, auditors, colleagues, and donors. Actions must be consistent with what has been communicated verbally and in writing. Always follows through. Able to communicate financial concepts to colleagues who do not possess a financial expertise. Ability to build relationships with colleagues while holding them accountable. Adept at addressing and managing conflict.

Business Acumen – This individual will need to quickly learn the business. Possess an overall understanding of business and the levers for success. Effective at leading others to support and deliver the needs of the organization. Data-driven, adept at mining data, and detail oriented. Does not just accept the status quo, but thinks outside the box. Demonstrates initiative and takes action.

Leadership Skills –Adept at thinking strategically and acting tactically. Able to build strong, respectful relationships within all levels of the organization. Adept at managing multiple, complex priorities and balancing the competing needs of the organization. Must be a team player who rolls up their sleeves. A fair and consistent leader who holds people accountable. Identifies, incorporates and communicates best practices. Willing to share their financial expertise and educate others in order to positively impact the mission. Seeks to understand before making change. Able to manage with a big picture vision.

Prioritization and Organizational Skills – Must be process-oriented. Able to manage complexity and successfully apply process improvement. Strong organization skills will be necessary to manage multiple, competing priorities. Must have the ability to understand and prioritize initiatives in a dynamic, fast-paced environment. Will need to efficiently identify the priorities, assess the challenges, recognize potential obstacles, while providing appropriate resources and focus to achieve the desired results. Balancing and managing the many and various demands of this leadership role will be critical.

Attractions

- ❖ The organization has made a tremendous economic impact in our local community.
- ❖ Notably effective and efficient in the world of nonprofits.
- ❖ A strategic goal is a self-sustaining model and reducing the reliance on grants and donations.
- ❖ Financially strong and well-positioned to continue growing.
- ❖ Mission-focused, passionate staff that enjoys working together.
- ❖ An opportunity to work collaboratively both locally and nationally.

Compensation is commensurate with experience, including base salary and full benefits package.

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