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CHIEF FINANCIAL OFFICER

Position Summary:

The Chief Financial Officer is responsible for the financial activity of PATH Partners and its alliance agencies, strategic planning, budgeting and banking relationships.

Responsibilities include (but are not limited to):

- **Accounting** – Ensure that financial information produced by alliance agencies is accurate, timely and supports management functions. Ensure that alliance agencies are responsive to internal and external customers, and that they are in compliance with regulatory and partnership requirements.
- **Financial Controls** – Establish systems for financial controls and use these systems to create reports that allow for financial planning. Direct and arrange audits of alliance agencies' accounts, benefits and retirement programs. Analyze information detailing assets, liabilities and capital. Establish and maintain department records and reports. Investigate and justify any major variations in accounts.
- **Strategic Planning and Budgeting** – Prepare annual operating budgets for PATH Partners. Coordinate with alliance agencies to prepare annual operating budgets. Assist in developing long-range forecasts and maintain long-range financial plans. Design and oversee implementation of systems and procedures, anticipating and addressing agency needs.

Reports to: The Chief Executive Officer of PATH Partners, and answers to the Board of Directors as requested. This position is part of the Senior Management Team of PATH Partners.

Qualifications: Must have at least a Bachelor's Degree in accounting or finance; a Master's Degree, or comparable experience, in a related field is preferred. Minimum of five years experience in a non-profit executive management position. Able to manage staff, develop strategic plans, represent agency, develop community partnerships, work with government entities and garner resources. We are looking for a highly motivated, creative, passionate, skilled and experienced professional.

Compensation: Competitive salary based on experience and education. Benefits include: medical, dental, vision, long-term disability insurance, life insurance, 403(b) plan and paid sick, holiday and vacation time.

PATH Partners is a family of agencies providing hope for people in need.