

Position Title: Vice President of Finance
Category/FLSA Status: Full-time, Exempt
Supervisor: Chief Executive Officer
Supervises: Staff Accountant, Jr. Accountant

Position Summary:

This role is responsible for strategy development, execution, and financial planning for a high-growth nonprofit organization. Reporting to the Chief Executive Officer and serving as an integral member of the senior leadership team, the Vice President of Finance is responsible for the development of Girls Inc. financial management strategy and contributes to the development of the organization's strategic goals. In addition to the strategic components, the VP will be charged with business & financial planning, annual budgeting, forecasting, accounting, financial analysis, management & performance reporting, and some HR/Benefits administration. This is an outstanding opportunity for a finance executive with operational experience and a proven track record of creative problem-solving and change management to join a high-growth, mission-driven organization.

Primary Responsibilities and Duties:

- Advise the CEO on capital strategies, financial planning, budgeting, cash flow, investment priorities, and policy matters.
- Serve as the management liaison to the Board and Finance Committee.
- Contribute to the development of the organization's strategic goals and objectives.
- Oversee financial forecast, including analysis and insights into the key drivers, assumptions, and changes, as well as reporting formats and processes.
- Contribute to the development of revenue generation and growth planning involving multiple revenue channels.
- Participate in building business cases for new initiatives, capital investments, and partnerships.
- Lead the annual operating plan and budgeting process, ensuring alignment with strategic focus and priorities.
- Provide recommendations regarding opportunities, risk management, and resource allocation.
- Maintain an appropriate system of policies, internal controls, accounting standards, and procedures under the General Accepted Accounting Principles (GAAP).
- Improve administrative and operational accounting services such as treasury management, retirement plan, grants payment processing, payroll/HR, accounts payable, and purchasing.
- Oversee management of administrative areas of insurance and contracts, responsible for creating systems and processes that are effective and efficient.
- Oversees all risk mitigation and manages accounting/reporting to ensure compliance with GAAP audit standards and statutory requirements.
- Manage relationships with third-party finance vendors, payroll management, auditors, tax vendors, etc.
- Report on business performance, including financial results and key metrics, providing analysis and insights.
- Develops benchmark reporting and insights and drives the sharing of best practices to enhance growth and engagement.
- Help design and maintain reporting on business & financial results, including scorecards and dashboards.

- Advise the organization on tools and solutions to increase efficiency in forecasting, analysis, and reporting.
- Other special projects and tasks as assigned.

Minimum Qualifications:

- Bachelor’s degree in business or accounting
- 10+ years of work experience in a senior management role ideally with both external audit and in-house financial management experience gained in a high-growth organization.
- Experience with nonprofit finance and accounting regulations.
- Exceptional ability to structure ambiguity, analyze large sets of data, problem solve, and communicate recommendations to others in simple terms.
- Inspiring and effective team leader with experience managing and developing talent.
- Proven track record of success facilitating progressive organizational change and development within a growing organization.
- Excellent judgment and creative problem-solving skills including negotiation and conflict-resolution skills.
- Strong mentoring, coaching experience to a team with diverse levels of expertise.
- Entrepreneurial team player who can multitask.
- Superior management skills: ability to influence and engage direct and indirect reports and peers.
- Self-reliant, good problem solver and results oriented.
- Energetic, flexible, collaborative, and proactive; a team leader who can positively and productively impact both strategic and tactical finance and administration initiatives.
- Exceptional written, oral, interpersonal, and presentation skills and the ability to effectively interface with senior management, Girls Inc board of directors, and staff.
- Ability to operate as an effective tactical contributor, as well as strategic thinker.
- Passion for Girls Inc. mission.

Preferred Qualifications:

- MBA or other relevant advanced degree
- CPA
- Exceptional, results-driven and focused individual, combining a quantitative outlook with the ability to organize, motivate and lead stakeholders across the organization to drive change
- Excellent written, verbal and interpersonal communication skills; the ability to present results of complex analyses clearly and succinctly
- Superior influencing skills with ability to gain the respect of, and build a rapport with, multiple constituencies, internally and externally, and align the interests of multiple stakeholders
- Ability to communicate and work in a fast paced, results oriented environment
- Analytically driven thought leader who can perform business analysis and real-time tactical execution of priority initiatives

Equal Employment Opportunity

Girls Inc. of Metropolitan Dallas provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, veteran status, genetic information, or any other discrimination prohibited by law. The agency complies with all applicable federal, state, and local laws, regulations, and ordinances prohibiting employment discrimination.

Job Type: Full-time