



## CHIEF FINANCIAL OFFICER

### Organization Overview

The South Bronx Overall Economic Development Corporation's (SoBro) mission is to enhance the quality of life in the South Bronx by strengthening businesses and creating innovative economic, housing, educational and career development programs for youth and adults.

This is an exciting time for SOBRO. As we look to the future, SOBRO is experiencing its own reinvention and revitalization to better meet our community's ever-changing needs. This includes deepening existing partnerships and developing new ones.

SoBro's programs are designed to foster economic development, affordable housing, adult education, workforce development, helping at-risk youth to succeed for South Bronx residents and employers.

Historically, government and quasi-governmental organizations funded SoBro. Moving forward, we are transitioning from largely single source funding to multi-source funding which will require strategic thinking, networking, and execution skills.

### Overview of the Position

We are looking for a Chief Financial Officer ("CFO") with a strategic mindset and a track record for organizing a financial infrastructure that supports a growing organization. The CFO is responsible for aligning financial reserves with mission and vision and for identifying concrete ways to increase financial reserves not only through prudent cost-savings, but with proactive financial strategies.

The CFO is integral to the short term and long-term success of SoBro.

### Reporting Relationships

The CFO reports to CEO and, thereby indirectly, to the Board of Directors. The CFO will manage his/her own internal staff including the Controller, Senior Accountants, A/P and A/R staff, Payroll staff, and will also manage those responsible for producing annual Tax and other compliance documents and reports.

### Core Responsibilities

Overall, the CFO is responsible for fostering the financial health of SOBRO by executing on the following:

- Providing internal consultation to the CEO, CAO, Board, VP Development, Human Resources, Program Staff and other key stakeholders on all financial matters, making recommendations and suggesting proactive strategies to keep SoBro on track.
- Providing oversight for and manage all budgets, forecasts and internal financial plans and processes.
- Supporting accounting, general ledger and operations functions, ensuring that systems are in place to guarantee timeliness and accuracy.
- Driving best financial practices within SoBRO by publicizing standard operating procedures, keeping the senior leadership team, Board and staff up to date on SoBRO's financial status and by generally serving as a point of reference for all growth plans and projects within SoBro.

- Exploring and suggest how SoBRO can invest its reserves and resources to generate passive income.
- Reviewing short and long-term goals in light of existing and projected financial resources available.
- Creating data-based long- and short-term goals, budgets, and forecasts.
- Participating in all internal planning regarding SoBRO's proposed program expansion, to ensure alignment of program, outreach, and training plans with financial projections.
- Establishing annual priorities and benchmarks and conduct regular reporting, measuring projections against actual performance.
- Generating weekly, monthly, quarterly and annual reports as needed to monitor, evaluate and optimize cash-flow and liquidity.
- Building relationships with banks, donors, vendors, outside consultants and others as needed to keep close to SoBRO's major expenditures and sources of revenue.
- Utilizing technology to optimize all reporting and analytical functions.
- Ensuring that SoBro meets critical regulatory and legal compliance benchmarks.
- Keeping up with new trends in the financial industry by attending conferences, participating in professional development, and sharing this information with the senior leadership team; and
- Supporting and manage a top-tier internal finance team including recruiting, training, and developing talented accountants, analysts, consultants, auditors, tax planners and payroll staff, as needed.

### **Key Credentials and Personal Qualities**

- Strong motivational and staff leadership abilities
- Excellent analytical, communication and presentation skills
- Commitment to results; 'can-do' mindset; outstanding problem-solving ability
- Sense of humor, integrity, personal sense of accountability
- Minimum 8 years senior financial leadership experience
- Minimum 15 years' experience total accounting/finance experience
- Success integrating IT/Systems to improve accounting productivity and accuracy.
- Effective working relationships with external auditors, compliance, and regulatory oversight
- Effective change leadership and change management practices.
- Knowledge of Office Suite and Excel and familiarity with software like Salesforce, Financial Edge and Blackbaud
- Master's Degree in Accounting, Finance, Management, CPA preferred.

**Job Location** SoBro's offices are fully accessible via public transportation – we are just one quarter block from the #2 and #5 subway trains in the heart of the South Bronx's commercial district.

**Salary** low/mid \$160k: commensurate with experience

**How to Apply** Interested parties should send their resume to Gary Vargas, South Bronx Overall Economic Development Corporation (SoBro) 555 Bergen Avenue, Bronx, N.Y. 10455, hrjobs@sobro.org. NO PHONE CALLS PLEASE!!

*SoBRO provides equal employment opportunity for all applicants for employment without unlawful discrimination as to race, creed, color, national origin, sex, age, disability, marital status, sexual orientation or citizenship status.*