



CHIEF FINANCIAL OFFICER

CINCINNATI, OH

ABOUT THE COMPANY

Since 2007, Strategies to End Homelessness (STEH) has led a coordinated community effort with the goal of ending homelessness in Greater Cincinnati. They work in partnership with 30 nonprofit organizations to provide a centralized emergency shelter hotline, homelessness prevention, street outreach, emergency shelter, and provide housing solutions. Because of their work, Cincinnati is recognized across the country, specifically, as a leader in implementing innovative and effective programs to end homelessness. In December 2015, the U.S. Department of Housing and Urban Development (HUD) named STEH a Unified Funding Agency. This is in recognition of the strength of the community's homeless services system. There are nearly 400 individual federally funded homeless services systems in the United States. STEH is only 1 of 14 to be named as Unified Funding Agency.

STEH receives funding in part by the U.S. Department of Housing and Urban Development (HUD), the State of Ohio, City of Cincinnati, and Hamilton County. Additionally, STEH is proud to be a United Way Agency Partner.

This position is remote with occasional visits to the Cincinnati office. Work flexibility is an important part of the corporate culture while considering the priorities for the week.

THE OPPORTUNITY

- Are you ready to leverage your talent to advance the mission of ending homelessness in Greater Cincinnati?
- Do you enjoy being a strategic and hands-on finance, accounting, and human resources leader?
- Are you a problem solver who works with a sense of urgency and builds healthy relationships with peers and partners?





WHAT YOU'LL BE DOING

As a key member of the Senior Leadership Team, the Chief Financial Officer (CFO) will oversee all aspects of finance, accounting, and human resources. This role reports to and works closely with the President/CEO, senior leadership, and must be able to work well with Board of Directors and partner organizations to develop and implement strategies across the organization. This person must adapt to a continually evolving environment and thrive in an autonomous and deadline-oriented workplace while managing finance department staff, which includes two direct reports and a total team of four.

KEY RESPONSIBILITIES

- Oversee finance department staff, including goal setting and evaluation.
- Maintain/update financial policies and procedures (in conjunction with the Board of Directors as applicable) to ensure an effective system of internal controls.
- Assess financial and operational risks on an ongoing basis. Update procedures and/or advise President/CEO on methods to decrease risk.
- Oversee cash flow planning to ensure availability of funds as needed, that bills are paid in a timely manner, that sub-recipient invoices are paid in accordance with subaward terms, and, under the guidance of the Finance Committee, that excess cash is responsibly invested.
- Prepare financial statements for the Board Finance Committee in a timely manner and provide additional reporting as requested.
- Coordinate annual single audit and related activities.
- Develop an annual budget in partnership with management, the President/CEO, and the Finance Committee. Provide budget to actual reporting throughout the year and be able to explain variances.
- Maintain regular forecasting to account for changes to planned funding and/or expenses.
- Ensure knowledge of federal and state grant regulations, contracts, timelines and reporting requirements; develop/maintain systems necessary to ensure compliance and maintain records in an audit-ready format.
- Work with Compliance Director on serious monitoring issues that may affect STEH audit and monitoring outcomes.
- Provide financial data to Compliance Department as necessary for government reporting.
- Work with the Managing Director on subaward templates as necessary.
- Provide internal financial and grant reports, as needed, to effectively manage the expenditure of grant funds.



KEY RESPONSIBILITIES CONTINUED

- Work with communications and development staff to provide financial information for funding applications and reports.
- Oversee the management of all human resources functions for a staff of approximately 40.
- Manage legal and contract execution responsibilities.
- Oversee procurement of goods and services and ensure that procurements are conducted in accordance with STEH policies and applicable regulations.
- Ensure that confidential financial information is protected and work with other departments to ensure the same.

IDEAL CANDIDATE QUALIFICATIONS AND EXPERIENCE

- Bachelor's degree in accounting.
- CPA preferred.
- 5+ years of accounting, finance, and human resources experience in a nonprofit environment with federal and state government funding.
- Experience with government regulatory compliance, and the ability to read regulations and translate into policies and procedure is preferred.
- Experience with Quick Books and MIP is strongly preferred.
- Excellent Excel skills.
- Ability to communicate effectively, both in speaking and writing with both financial and non-financial staff.
- Flexible and self-directed; able to multi-task while also being highly detail oriented.
- Experience managing a small team including recruitment, training, and development of talent.
- Ability to work in a team environment with commitment to achieving organizational goals.



KEY PERSONAL ATTRIBUTES

- Enthusiastic about the mission of STEH.
- Transparent and high integrity leadership.
- Results oriented. Focuses on key priorities, executes with excellence, and meets or exceeds annual goals. Acts with a sense of urgency, with results in mind.
- Operates with attention-to-detail. Organized and able to work with minimal supervision.
- Excellent relationship building skills with an ability to communicate and work effectively with a variety of internal and external stakeholders.
- Teamwork: willingness to partner and collaborate with others to engage their support and help them succeed.
- Accountability: holding themselves and others responsible for delivering upon commitments.



THE PAYOFF

- Collaborate with a talented and enthusiastic leadership team.
- Watch your efforts have a positive impact on ending homelessness in Greater Cincinnati.
- Receive a competitive base salary plus a discretionary bonus, benefits package, and PTO.

Please visit [Gilman Partners'](#)
[website](#) to apply.



Erica Drinnen
Executive Search Consultant
edrinnen@gilmanpartners.com



Megan Meyer
Executive Search Consultant
mmeyer@gilmanpartners.com



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