

CFO – Prestigious Non-profit – San Antonio

Company Profile

- San Antonio’s community foundation
- One of the Top 20 foundations in the nation based on asset size

Compensation and Benefits

- Company subsidized medical insurance
- Company paid short- and long-term disability, group life, and AD&D insurance
- Employee paid dental, vision, and pet insurance
- Flexible spending accounts for medical and dependent care expenses
- PTO 24 days plus 10 paid holidays
- Paid Volunteer Time Off and Sick Leave
- Simplified Employee Pension (SEP) - company contribution 6% of employee salary
- 403 (b) retirement plan
- Tuition reimbursement – up to \$5000/year
- Discounted Santikos movie passes
- Hybrid work schedule

Position Description

The CFO has executive responsibility for accounting (treasury), financial management, budgeting, audit, tax, investment, and general operations. The CFO is a strategic financial leader who serves as a key member of the senior leadership team.

Financial Management:

- Oversee accounting and financial reporting.
- Develop annual budget and monitor performance throughout the fiscal year.

Philanthropic Services (Grants Management and Gift Processing):

- Ensure a timely and accurate disbursement process for gifts and grants.
- Support operational processes for fund establishment and valuation/disposition of non-cash gifts, production of timely donor statements

Investment Management:

- Responsible for investment strategy, asset allocation, manager selection and evaluation of all investments.

Compliance and Risk Management:

- Ensure preparation of annual audited financial statements, 990 tax returns, and relevant Federal filings and industry standards.

Career Opportunity

- High visibility position with opportunity to be a co-creator with the CEO on strategic vision
- Lead development of investment strategy for broad community impact

Ideal Candidate Profile

- Bachelor’s degree in finance, accounting or related field
- CPA licensing required
- 8+ years of senior/executive-level accounting/finance experience, **preferably in both a for-profit AND nonprofit/foundation environment**
- Thorough knowledge of GAAP and FASB topics.
- Expertise in financial forecasting and modeling, financial management and analysis, producing accurate financials and a clean, timely audit.
- Working knowledge of managing and tracking third party investments; experience with nonprofit endowment management preferred
- High level of financial and analytical skills and an extensive knowledge of financial policies, practices and investment and treasury systems.
- 8+ years of managerial experience leading teams, mentoring /coaching staff, and growing a talent pipeline.
- Ready to partner directly with the CEO to plan and execute strategic vision.
- *We are collaborating with VACO, a Talent Solutions Firm. If you or someone you know may be suited for this position, please have them email their cover letter and resume to donna.mcilveen@vaco.com.*