



SBH
Community Service Network
Chief Financial Officer
Brooklyn, NY

Background

For fifty years SBH Community Services Network, Inc. (SBH) has been a pillar of charity and volunteerism in New York and New Jersey. With 12 unique divisions and three branches, SBH aims to provide lasting support to roughly 70,000 community members. With over 125 staff members and a network of 2,000 plus volunteers, the SBH model functions as the critical link connecting services and support to those in need, imbuing them with strength to cope effectively with challenges, achieve self-sufficiency and rise with dignity to their utmost potential.

Position

The Chief Financial Officer (CFO) at SBH is an integral part of the executive management team and leads the overall fiscal planning and oversight of this large, complex social services not-for-profit. Reporting to the Chief Executive Officer (CEO), the CFO collaborates regularly with the CEO, Treasurer, Board of Directors, and executive management team to ensure the integrity of the financials and systems within SBH. Leading a team of 6 accounting and finance professionals, the CFO is responsible for budget development across all 12 divisions of the organization, financial planning, cash management as well as all accounting and reporting related to SBH grants.

The CFO must be detailed and analytical in guiding the organization's financial planning and strategy, banking, and controls. Working closely with the CEO and the Treasurer, the CFO needs to be strategic in assessing business risks and opportunities while ensuring there is an ample amount of cash flow coverage. The CFO must be an excellent communicator, an experienced and motivating supervisor, and able to liaise comfortably with various funders, government representatives, bankers, and vendors. The CFO must also build strong relationships internally with the executive team, program directors and staff.

Responsibilities:

- Lead and oversee the day-to-day operations of the finance and accounting team; provide direction and supervision in day-to-day accounting requirements, cash management including AP and AR, and budgeting.
- Effectively maintain internal controls to safeguard the agency's assets; regularly review systems and recommend modifications to the CEO and Treasurer.
- Oversee all grant management including accounting, contracts, audits, payroll and expense allocation, and purchasing; manage all grant reporting and filings including Consolidated Financial reporting to OMH.
- Represent and advocate for SBH on matters pertaining to funding, potential governmental budget cuts, and audit compliance.
- Coach and mentor a staff of accounting professionals; provide leadership, motivation, and guidance to achieve a high level of operational excellence.
- Work with outside auditors to prepare the 990 and audited financials.
- Prepare, review and present monthly financial reports to the CEO and Board.

- Partner with SBH's PEO/Human Resources on matters pertaining to payroll processing and various audits of personnel.
- Work with the development team to reconcile grant funding results and fundraising initiatives.
- Liaise with funding sources, government agencies, bankers, various program directors, and external accounting firms.
- Work with the CEO on strategic planning and other special projects; assist the CEO and the Board of Directors with organizational needs as they may arise.

Qualifications

- Significant experience as a CFO, Global Controller, or Director of Finance in a large and highly complex organization and/or social service organization.
- High level of competence and professionalism to advise CEO and Board Committees on effective financial management.
- Experience with and/or knowledge of NetSuite (or similar cloud based financial systems).
- Experience in a supervisory role managing multiple staff and fostering a culture of transparency and teamwork.
- A demonstrated ability to think strategically in recognizing opportunities, assessing risks, streamlining systems, and reducing expenses.
- Experience managing organizations funded by multiple government contracts, preferably through New York City and New York State agencies.
- Highly effective in oral and written communication.
- Knowledge of accounting systems and the ability to lead the implementation of new enterprise-wide systems.
- Ability to gain the trust of others and foster collaborative relationships.
- Excellent organizational and time management skills.
- Bachelor's degree required; advanced degree in accounting, nonprofit management or CPA preferred.

Salary

The salary range for this position is \$200,000 - \$240,000 (depending on experience and qualifications) plus a generous benefits package.

This position description is based upon material provided by the SBH Community Services Network, Inc., an equal opportunity employer.

To apply for this position, please click [HERE](#).

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