



Chief Financial Officer

Solar United Neighbors

Remote

Salary: \$190,000- \$225,000

The Organization

Solar United Neighbors (SUN) is a national 501(c)3 nonprofit that started more than 15 years ago with a simple question: "Mom, can we go solar?" Since then, we've helped tens of thousands of people benefit from solar energy. We are dedicated to creating a clean, equitable, resilient energy system that benefits everyone. We help communities figure out the local barriers to solar. Then we support them to put plans into action and overcome those barriers. Our approach is simple and pragmatic:

1. Help a local partner develop a solar pilot project.
2. Together, learn from the pilot project to identify the specific local barriers to scaling.
3. Work with local partners to address local barriers.
4. Expand the number of projects and beneficiaries with another project cycle.
5. Refine and expand solutions, such as financing, policy framework, education.

We call this our theory of change. We help people go solar, join together, and fight for our energy rights. And then we repeat the process again and again until we've transformed our energy system.

Currently, SUN is in a period of major growth and transformation. We've gone from 45 employees at the start of 2022 to 65 employees (and we're still growing!). Our budget has increased from \$6 million to \$11 million over the same period. We run on the ground programming in 12 states plus Washington, DC and Puerto Rico, and we have grown a full national program of technical assistance, community building, education, and advocacy. At the start of 2022, our mailing list was roughly 30,000 people. Our list now includes over 950,000 solar owners fighting for a more equitable and democratic energy system. We expect to keep growing rapidly for the next several years.

The Position

Solar United Neighbors is looking for a dynamic new CFO who can both manage the details of day-to-day execution and help shape SUN's strategic direction as the organization continues to grow. The CFO is a new position in the organization and will report to the ED with dotted lines to the Board Finance and Audit Chairs. The CFO will also be an integral part of SUN's Executive team.

Currently, SUN's finance function is jointly managed by the ED and the COO, and heavily reliant on a vendor provided accounting, bookkeeping, financial operations, and general finance advising services. The CFO will have an opportunity to reshape the finance function, including developing a best-in-class finance team and determining which finance activities are outsourced to vendors. The CFO will collaborate with other departments across the organization. In particular, the CFO will partner closely with the COO on HR related matters, and the development department on funding and grant reporting.

The Position (cont.)

In addition to supporting SUN's main organizational work, the CFO will also support SUN's 501(c4) entity, SUN Action. Currently, all functions for SUN ACTION are supported by SUN staff. SUN Action has no full-time staff, but hours and expenses are charged to the SUN Action account.

The ideal candidate is a strong financial leader with experience developing and managing finance teams, building insightful financial models, and improving internal systems and processes. The CFO must be a strategic thinker, excellent communicator, and collaborative partner. The CFO will have a growth mindset, and an ability to easily adapt to changing circumstances.

ROLE OVERVIEW

Financial Operations

The CFO will have overall oversight, ownership, and accountability for all financial operations, including (but not limited to):

- All accounts, ledgers, and reporting systems.
- Cashflow management, bookkeeping, and accounting.
- Accounts payable and receivables.
- Payroll.
- Expense processing/management.
- Developing, implementing, and enforcing financial policies and procedures in collaboration with senior leadership.

Financial Planning & Analysis

The CFO will be responsible for all reporting, planning and analytics related to the organization's finances, including but not limited to:

- SUN budget process, including building the annual operating budget of \$11m and regular budget/actuals/variance reporting.
- Standard financial reporting to the executive leadership team as well as the Board and relevant board committees
- Grant budgeting, tracking, and reporting to federal, state, local, and foundational funders.
- Cash flow tracking.
- Developing, tracking, and reporting effective financial KPIs.
- Sources and Uses analysis and reporting; specifically, tracking revenue (restricted and unrestricted) allocation across all expenses and programs and regularly reporting out on what programs/expenses are fully funded, under-funded or over-funded. This includes analytics to shift revenues to cover different expenses as appropriate.
- Provide scenario analysis, forecasting and other financial planning as needed to Board, executive team and other departments.
 - For example, support Go Solar team in evaluation of financing for solar projects.
- Evaluate the fiscal impact of potential new program areas including expense and cashflow projections.

Strategy

The CFO will be a key player in helping SUN determine, evaluate, and implement strategy. The CFO will:

- Be a core thought partner for the executive team, Executive Director, and Board
- Ensure Finance culture, processes, and systems are aligned with and complement the culture, processes, and systems of other departments and the larger organization.
- Enable Finance to be an additive function leading to greater productivity, results, and efficiency from the rest of the organization.
- Contribute thoughtful analysis and insights, such as determining the business economics of a given program (e.g. how much it costs to run a Go Solar program and what the key drivers of success, expense, etc. are.)
- Effectively integrate Finance across the rest of the organization. For example, expand analytics capabilities to be able to marry operational data with financial data.

Risk Management

The CFO will be the individual primarily responsible for managing financial risk for the organization, including (but not limited to) the following areas:

- Internal controls and risk culture/environment
- Organizational insurance
- Financial regulatory compliance (e.g. 990 filings; tax exemption certifications; appropriate state and federal registrations); coordination with HR around employee requirements (e.g. registering for and paying into state unemployment plans)
- Coordinating with various departments around disaster recovery planning, etc.
- Assisting with grant compliance requirements, in coordination with other departments.
- Managing regranting financial reporting and compliance.

THE IDEAL CANDIDATE

The ideal candidate for the CFO position possesses the following competencies:

Financial Acumen	Collaborates	Decision Quality
Interpreting and applying understanding of key financial indicators to make better decisions.	Building partnerships and working collaboratively with others to meet shared objectives.	Makes good and timely decisions that keep the organization moving forward.
Thoroughness	Strategic Mindset	Operational Insight
Ensuring department work is complete, accurate, high-quality, and timely.	Sees ahead to future possibilities and translates them into breakthrough strategies.	Applying knowledge of business and the operating environment to advance the organization's goals.

Additional Qualifications

- At least ten (10) years of experience in financial leadership, with some nonprofit financial experience strongly preferred.
- Familiarity with GAAP accrual accounting principles.
- Track record of experience with bookkeeping/accounting; budgeting; financial operations (e.g. AP, payroll); financial reporting; financial analysis, and; risk management
- Strong analytical, financial modeling, and forecasting skills.
- Demonstrated ability to build and implement systems that enable efficient reporting and seamless integration of organizational processes.
- Demonstrated experience setting priorities and guiding investment in people and systems.
- Strong communicator, able to translate complex financial information into simple terms.
- Experience with government grant applications and reporting or government contracting.
- Track record of working collaboratively across functions
- Passion to harness skills to achieve a just and equitable transition to clean energy.
- Ability to drive a people-first culture and to lead, develop, and manage a diverse team: leads and makes decisions with an equity mindset.
- A hands-on leader, willing to dig into the details.

WHO WE ARE

Our Commitment to Diversity, Equity, & Inclusion

Diversity and inclusion are crucial to our mission, and we are committed to cultivating a team that reflects the communities we serve. Solar United Neighbors is an equal opportunity employer. We do not discriminate and will take affirmative measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression. To be considered, applicants must be eligible to live and work in the United States. We are unable to sponsor work authorization for this position.

COMPENSATION AND BENEFITS

Salary

\$190,000-\$225,000

Benefits

- Health insurance 401(k) retirement plan with match after 1 year
- Professional development
- Generous holiday leave
- Generous wellness and family leave
- Flexible work hours
- Remote options

TIMELINE AND NEXT STEPS

If you are interested in this position, please [click here](#). All applicants will receive an email confirming receipt of their application.

We encourage candidates of all backgrounds to apply even if you do not meet all of the qualifications outlined above. If you are selected to move forward for an initial screening call, we expect you to hear from us by June.

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[Submit an application](#)

