



United Way of Central and
Northeastern Connecticut

About Us

United Way of Central and Northeastern Connecticut is one of more than 1,040 autonomous United Ways in our nation and 1,800 community-based United Ways in forty-five countries and territories. We have the unique ability, vision, and resources to bring together diverse stakeholders around a community vision of creating positive change to achieve long-lasting results for children and families. Our Workplace Giving team helps to raise awareness of United Way's work and the impact can all make together for local children and families.

Our Mission

To engage and bring together people and resources committed to the well-being of children and families in our community.

Our Vision

A community where opportunities are available for every child to succeed in school and for every family to achieve financial security.

Our Values

In pursuing our mission, the following principles guide our relationships with stakeholders, including our donors, volunteers, partners, employees and the communities we serve: a belief that respect, equity, diversity and inclusiveness make us stronger; engaging others with professionalism and quality support; seeking creative and sustainable solutions to pressing social challenges; maintaining the highest standards of personal and organizational honesty in order to ensure stewardship of donors' dollars; being proactive and responsive through consistent communication; and, delivery of high-quality services and effective measurement of results to ensure efficiency and innovation.

Join Our Team! Career Opportunity

We are searching for a **Chief Financial Officer** to be part of our United Way team located in Hartford Connecticut. The Chief Financial Officer (CFO) for United Way of Central and Northeastern Connecticut (United Way) is accountable for the administrative, financial, legal, and risk management operations of the organization, including the development of a financial and operational strategy, metrics tied to that strategy, and the ongoing development and monitoring of control systems designed to preserve organization assets and report accurate financial results. Additionally, the CFO oversees the Information Technology and Facilities Management functions of the organization.

As the financial leader of the organization, the CFO will serve as a valued member of the executive management team. The CFO will directly influence and participate in the day-to-day operations, budgets, and long range planning for the organization. The CFO will have overarching responsibility for accounting, financial reporting and legal compliance, short and long term financial planning, budgeting, audit, forecasting and analysis, tax, and treasury operations. The CFO is also responsible for providing strategic vision and leadership in the allocation of organizational resources to best enable UWCNCT to achieve its mission.

The CFO serves in an advisory capacity to the CEO and Board of Directors providing strategic leadership where needed. Working in tandem with the other executives, the CFO collaboratively develops and implements the organization's short-term and long-term financial operating model. The CFO provides organizational and functional leadership and direction regarding all finance related activities, guided by a commitment to providing timely, accurate and high quality information and service. The CFO will be a critical thought partner to the

organization's program, marketing, technology, talent management, and fundraising functions and serves as the staff liaison to several committees of the Board (Finance, Audit, Investment and Benefits and Compensation).

What you will do:

Planning

1. Develops and evaluates short and long-term strategic financial objectives for the organization, ensuring always that they are aligned with overall strategy and mission.
2. Partners with members of the executive team to establish economic, financial, and strategic objectives, to implement organizational strategy, and to oversee mission critical projects and initiatives.
3. Manages the budget and financial forecasts processes. Leads the budgeting and financial forecasting processes, as well as institutes and maintains other planning and control procedures.
4. Collaborates and provides leadership with community impact and fundraising staff in the development and pricing of community impact products that are responsive to donors' needs and interests and that capture and reflect accurately both the programmatic and actual costs to create, manage, and oversee these programs.
5. Is adept at evaluating return on investment and key process indicators for various resource development practices, strategies and programs and provides leadership to prioritize efforts and deploy staff and financial resources.

Operations

1. Oversees accounting and finance staff and related activities to ensure effective and efficient processes for all financial transactions which operate within established internal controls and allow for timely and accurate financial reporting.
2. Oversees the modeling and forecasting of cash flow to ensure the adequacy of cash to support the organization's operating needs.
3. Oversees the information technology function to ensure the proper resources and strategies are devoted to supporting the technology needs of the organization.
4. Oversees the operations of our building to ensure the facilities/administrative needs of our staff and tenants are met.
5. Staffs and maintains relations with Chairs and members of the key Board committees (Finance, Audit, Investment, Benefits and Compensation) under the CFO's portfolio. Develops relationships with other committee and board members to serve their fiduciary oversight needs.
6. Is adept at managing the financial complexity of both unrestricted and restricted (designated) revenue streams. Understands the need to collaborate with companies, donors, and public sector environments that are highly designated in an effort to: maintain these relationships; engage those donors and workplaces; effectively capture our costs related to these activities; and to measure progress in encouraging unrestricted support to our impact work.
7. Develops, instructs, directs, motivates, and supports staff across the organization but most directly within the function(s) s/he leads.
8. Demonstrates commitment to the effective use of technology within the financial functions of the organization, always ensuring that computers, databases, programs, and servers are functioning appropriately, safely and in accordance with contracts.

Financial Information

1. Provides timely and accurate analyses, financial projections, and financial reporting to ensure the highest level of financial oversight by executives and board members.

2. Interprets statistical and accounting information to assess operating results in terms of performance against budget, cash flow projections, long term sustainability, and the operating effectiveness of the organization.

Risk Management

1. Safeguards the organization's assets, including the community fiduciary and brand trust.
2. Builds and maintains high levels of credibility for the CFO position and staff under his/her management within the organization, the executive team, and board communities, and other external constituencies.
3. Develops and maintains systems of internal controls, including evaluating and implementation of financial policies, procedures and standards designed to preserve organizational assets. Ensures that the Enterprise Risk Management function is operating effectively to protect organizational assets.
3. Ensures compliance across the organization with governance requirements and applicable local and national regulatory laws and rules for financial and tax reporting, and UWW membership compliance and reporting – unafraid to act where non-compliance is identified.

Leadership Competencies:

Talent Management and People Development

1. Builds and leads a diverse team that enables organization to succeed; Hires right people; Demands high performance and results; Ensures people's work is aligned with mission and strategy.
2. Open to new ideas; Invests time and resources in training, development, and succession for the department; Identifies and grooms high-potentials; delegates effectively.
3. Coaches and mentors' employees and teams.
4. Receives and provides feedback in a constructive way that builds confidence among staff, Addresses performance problems.

Business Acumen and Strategic Direction

1. Demonstrates understanding and knowledge of United Way network; understands business of the organization and effectively creates strategy.
2. Understands the community and its business environment.
3. Understands general business and financial principles required to effectively lead, manage, and align resources for performance; Able to read financial statements, create budgets.
4. Contributes to the bottom line by helping organization grow its resources and capacity.

Operational Planning and Execution

1. Establishes effective and efficient processes that align their department priorities with greater organization goals, strategy, and mission.
2. Collaborates effectively within organization.
3. Inspires and motivates people that build the culture of United Way as the Mission of Choice.
4. Engages volunteers in a way that helps execute the strategy.

About you:

- Bachelor's degree required.
- 10+ years of financial management experience in complex non-profit and/or for-profit sectors
- Background in complex organizations of commensurate size and scope
- Extensive finance and cash flow management experience
- Skilled at effectively presenting information and ideas to executive teams, volunteers, and board of directors
- Passion for the mission and values of United Way
- Ability to earn the confidence and respect of stakeholders
- Recognized as a collaborative, motivational, supportive, and visionary leader

- Outstanding interpersonal, coaching, and listening skills, with the ability to communicate positively within all levels of the organization
- Demonstrated ability to remain objective, be discrete, and exercise common sense at all times. Able to develop strong, trusting relationships within department and organization
- Thrive in a dynamic environment and able to work on various projects simultaneously, requiring strong organizational and time management skills
- History of developing partnerships, building teams, and managing conflict
- Experience in strategic planning and execution
- Recognized for both emotional intelligence and intellectual rigor
- Committed to exploring new ideas and innovative approaches to solving problems

Desirable, But Not Required

- MBA or CPA
- Previous experience in mid to large United Way member organization
- Understands the local community and the unique challenges and opportunities available

How to apply:

Qualified applicants should submit a resume and a cover letter describing 1) their qualifications and experiences 2) salary requirements, and 3) how they learned about the position to:

United Way of Central and Northeastern CT

Human Resources

30 Laurel Street

Hartford, CT 06106

Email: positions@unitedwayinc.org

United Way of Central and Northeastern Connecticut is an equal opportunity employer M / F / D / V.

Frequently cited statistics show that women and members of structurally marginalized and/or underrepresented groups apply to jobs only if they meet 100% of the qualifications. United Way of Central and Northeastern Connecticut encourages you to break that statistic and to apply. Few candidates will meet 100% of the qualifications. We look forward to your application.