**Position Title**: Chief Financial Officer (CFO)
**Location**: Reno, Nevada (40% Work From Home)
**Reports To**: Chief Executive Officer (CEO)

**Position Summary**

The Chief Financial Officer (CFO) leads the financial strategy and operations for the Community Foundation of Northern Nevada, ensuring the effective management of a diverse portfolio of charitable assets to support impactful grantmaking and philanthropic growth. The CFO oversees a team of finance professionals, drives strategic investment initiatives, and collaborates with stakeholders to refine financial policies and operational strategies. This role involves financial leadership, investment management, and operational oversight to steward over $185 million in liquid and illiquid assets. The CFO plays a critical role in shaping the Foundation’s financial strategy while ensuring operational excellence and compliance.

**Rewards:**

* $175,000- $205,000, commensurate with experience
* Generous PTO
* Medical, Dental, Vision benefits
* 8% 401K match
* Flexibility! 40% Work from Home

**Responsibilities:**

**1. Finance and Operations Management (30%)**

* Lead and manage a team comprising a Controller, Accountant, and Administrative Specialist.
* Ensure accurate financial reporting and regulatory compliance, including adherence to GAAP standards for nonprofits.
* Oversee the preparation of financial statements, forecasts, and quarterly reports.
* Manage HR, IT, and office operations to optimize organizational efficiency.
* Maintain and regularly review organizational policies, ensuring they are accessible and up to date.
* Implement controls to safeguard assets and ensure compliance with financial policies.

**2. Investment Management (30%)**

* Execute the investment strategies outlined in the Investment Policy Statement in partnership with the Board and Investment Committee.
* Manage both liquid and illiquid asset portfolios, including real estate, private equity, private lending, and impact funds.
* Collaborate on impact investing efforts to align investments with the Foundation’s mission.
* Serve as the primary liaison with financial advisors and investment consultants.

**3. Financial Leadership (20%)**

* Develop annual budgets and three-year financial plans, providing strategic insights to the CEO and Board.
* Analyze reserve and endowment needs, providing data-driven recommendations.
* Evaluate product line and donor profitability to inform strategic decision-making.
* Support Board Finance, Audit, and Investment Committees with policies, reports, and strategic planning.

**4. Donor Support and Communications (20%)**

* Collaborate with donor relations and marketing teams to ensure accurate, clear financial communications.
* Streamline processes for non-cash asset gifting and complex asset evaluation.
* Oversee fund investment allocations to meet donor and grantmaking objectives.

**Requirements:**

* Bachelor’s degree in finance, accounting, or a related field (master’s degree or professional certification preferred).
* 10–15 years of progressive experience in finance, including leadership roles.
* Nonprofit sector experience is highly desirable.
* Proven ability to lead finance teams and cross-functional collaborations.
* Track record of engaging Boards and leadership teams in financial strategy discussions.
* Expertise in cost accounting, customer lifetime value, and financial modeling techniques.

**Knowledge, Skills, and Abilities:**

* Strong analytical skills, with expertise in managing diverse asset classes, including illiquid investments.
* Exceptional communication and interpersonal skills for engaging with Board members, donors, and external stakeholders.
* Proven ability to design and execute complex financial policies and strategies.
* Familiarity with impact investing and its alignment with organizational goals.

**About the Community Foundation of Northern Nevada:**

Since 1998, the Community Foundation of Northern Nevada has strengthened our community by connecting people who care with causes that matter. To date, we have distributed over $190 million in grants and scholarships, fostering growth and resilience across Northern Nevada. As our region experiences rapid expansion, the Foundation is poised for significant growth, driven by an increased demand for strategic philanthropy and nonprofit sector leadership.

**Commitment to Diversity and Inclusion:**

We are dedicated to fostering an inclusive workplace that values diversity in all forms. The Community Foundation of Northern Nevada is an equal-opportunity employer, committed to equity, diversity, and inclusion in all hiring, policies, and practices.

**To Apply:**

To submit your application, please visit the job posting on LinkedIn at the following link: <https://www.linkedin.com/jobs/view/4089523406/?capColoOverride=true>