

10.5.21

Chief Financial Officer

About God's Love We Deliver

God's Love We Deliver, Inc., a nonsectarian organization, is the New York metropolitan area's leading provider of life-sustaining meals and nutrition counseling for low-income people living with severe illnesses. Founded in 1985 as an HIV/AIDS service organization, today God's Love cooks and delivers more than 10,000 meals daily for people living with more than 200 different illnesses. God's Love provides meals that are medically tailored to the needs of each client through the guidance of our team of Registered Dietitian Nutritionists. God's Love provides our services at no charge to clients, thanks to a \$35 million budget derived from gifts from thousands of individuals, as well as payments from health care Plans, government grants and philanthropic sources. Over 17,000 people volunteer each year to help God's Love carry out this life-sustaining work.

Since 2015, God's Love has been located in the attractive new Michael Kors building that we own in Manhattan's SoHo neighborhood. In addition to spacious, professional kitchen facilities and a loading dock for refrigerated vans used to deliver meals, the building also includes offices and beautiful upper floor space used for God's Love and other community events.

God's Love is fortunate to have a very collaborative Board made up of philanthropists, business people and other leaders from across the city who are strongly committed to the organization's mission and success. We enjoy a very positive working environment with a highly professional and dedicated staff of more than 135 individuals.

God's Love provides leadership and collaborates with many other partner organizations nationally in the Food is Medicine movement.

God's Love is growing steadily and is poised for more growth and increased impact. The new CFO will be a vital member of the leadership team that will make this happen.

About the Role

The Chief Financial Officer reports to the President & Chief Executive Officer and is a member of the Executive Team with the CEO, Vice President/Chief Development Officer, Chief Operating Officer and Chief Human Resources Officer. The CFO works closely with the Board of Directors and provides staffing to the Board's Finance, Audit and Investment Committees.

The CFO provides leadership to support the sound financial operation, continuing growth and overall success of the organization. The CEO oversees Finance, Procurement and Facilities. The CFO supervises the Controller, Procurement Manager and Director of Facilities.

The CFO will have responsibilities as follows:

Essential Duties and Responsibilities

Organizational Leadership

- As a member of the Executive leadership team, help define and execute the organization's strategic priorities, and support development and fiscal compliance
- Provide vision and leadership during a period of rapid growth and change which notably will include a Capital Campaign and the eventual expansion of the God's Love physical footprint
- Prepare for and present at meetings with the Board of Directors and its committees
- Represent God's Love externally to our peer organizations, government agencies, and New York City and New York State officials
- Embrace the goals of and help lead DEIA (Diversity, Equity, Inclusion and Accessibility) initiatives

Finance and Procurement

- Oversee and assure the integrity and efficiency of all financial operations, including:
 - Accounting and recordkeeping
 - External financial and regulatory reporting
 - Internal budget vs actual reporting and other internal sharing of financial information and reports as needed
 - Tracking of assets and depreciation
 - Collection, processing and accurate recording of all revenue from more than 34,000 philanthropic gifts a year, six major fundraising events and multiple smaller events each year, over 25 healthcare plans including other healthcare systems contracts; and multiple government grants
 - Administration of government grants
 - Accounts payable
 - Processing of bi-weekly Payroll
- Lead the annual budgeting process to produce a budget that is aligned with the organization's goals and strategic priorities, and prepare budgets for government grants
- Prepare financial projections and plans for operations and capital spending
- Oversee the annual audit and any other required audits, including reporting to government entities
- Conduct financial analysis to support business decision making around Managed Care Plans, employee benefits and expansion planning
- Assure that financial policies, procedures and controls are documented and followed
- Prepare and present budgets, plans, analyses, models and reports to the Board and its Committees
- Oversee procurement function to manage current costs and pursue new opportunities
- Provide teaching, coaching and other support to staff across the organization to support and assure that they have the financial information and understandings necessary to do their jobs effectively
- Manage relationships with banks and investment managers
- Manage relationships with insurance providers
- Understand and lead process improvements in the finance department as needed to streamline financial operations
- Oversee other financial matters affecting the organization

Facilities

- Working with the Director of Facilities, ensure that the building is in proper working order, regularly cleaned and maintained on a regular schedule
- Help coordinate equipment purchases and repairs with key departments, especially the kitchen
- Oversee contracts for repairs and maintenance with multiple vendors
- Oversee compliance with building certification requirements in place from City and State agencies
- Participate in planning for and implementing the establishment of added facilities as operations grow

The Finance and Facilities Teams

The CFO oversees a team comprising a controller, a procurement manager and five other full-time employees who carry out all accounting, payroll processing, donation processing, managed care billing and financial management and procurement functions for the organization. The team also includes volunteers trained to assist with some of these functions.

The CFO also oversees the Facilities team comprising the Director of Facilities, three receptionists, four porters, and an office manager who maintain the facility, staff the reception desk and manage the general office needs of the organization.

About You:

You will support the positive work environment of God's Love We Deliver because:

- You are seeking a team-oriented environment and have a collaborative approach to work;
- You are inspired by the mission of God's Love We Deliver and eager to join others in working to achieve it;
- You are highly self-motivated and driven by a strong work ethic and deep integrity;
- You value in others, and in yourself, data-driven and consultative decision-making;
- You value the advancement of a culture of race equity and you are committed to playing a leadership role in creating a diverse, equitable and inclusive work environment;
- You create a positive work environment for those who report to you, fostering teamwork and supporting the professional growth

and success of each team member.

In addition, you meet the following requirements:

- A minimum of 7 – 10 years of progressive experience with demonstrated success in financial leadership roles, such as CFO or Finance Director
- An advanced degree in finance or business administration
- Deep understanding of financial accounting, with demonstrated competencies in substantially all aspects of the role described above
- Demonstrated ability in fiscal management of public and private grants and of healthcare revenue
- Demonstrated ability in the management and allocation of fundraising revenue from multiple sources
- A record of accomplishment functioning as a team player with a collaborative approach to leadership
- Demonstrated ability to work effectively across departments to accomplish strategic initiatives and improve organizational performance
- Strong project management skills and the ability to identify and implement process improvements, system upgrades and solutions
- Experience in, and deep commitment to, applying a diversity, equity and inclusion lens to all people processes and business operations
- Excellent oral and written communications skills, including presenting to the board, committees and staff

For this role we prefer:

- Prior experience working with 501(c)3 organizations
- Prior experience working with nonprofit Boards of Directors
- Demonstrated ability leading and managing a budget of \$25+ million

Interested in Applying for this Role?