

Fostering an Equitable, Engaged, Empowered Community



CAREER OPPORTUNITY:

Finance Director

Application Deadline: January 5, 2025

- To apply, please send a cover letter and resume to careers@unitedwaydm.org
- For more organizational information, please visit www.unitedwaydm.org

Organizational Summary:

For more than a century, United Way of Central Iowa (UWCI) has played a unique role in bringing together people and organizations from every corner of central Iowa to create and implement initiatives that address the community's most pressing needs. UWCI has purposely leaned into its expertise and has sought out the expertise of others in the community to ensure lasting impact. Growth and adaptation plus tried and true strategies are helping the organization to dig deep and foster an equitable, engaged, and empowered community.

Today, UWCI has 61 employees and approximately \$35 million in net assets and is dedicated to authentically engaging nonprofits, businesses, elected officials, community leaders, and those with lived experiences to collaborate and implement long-lasting solutions. UWCI remains committed to building upon its work to eliminate barriers and challenges for all central Iowans.

United Way of Central Iowa was recognized by The Business Record as one of the Top 25 Most Influential Nonprofits in the greater Des Moines region in 2023. UWCI continues to invite and engage new individuals in meaningful impact, working to fulfill the organization's commitment to new and existing areas that promote equity. Our overall strategy – United to Thrive – creates an imperative that all individuals in the community should not just survive but thrive. The United to Thrive five focus areas include Essential Needs, Early Childhood Success, Education Success, Economic Opportunity, and Health and Well-Being. See the link above for more information about our organization.

Position Summary:

United Way of Central Iowa is seeking a Finance Director to oversee the organization's finance function with a focus on accuracy, efficiency, and full regulatory compliance. This role requires a proactive approach in leading day-to-day accounting activities, delivering critical financial reporting, delivering insights to support decision-making, and executing on budget and forecasting responsibilities that align with the organization's mission and strategies in the five areas of a thriving community.

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The Finance Director builds and maintains strong relationships and partnerships, collaborating internally across the organization to enhance financial accountability and transparency and externally with funded organizations, auditors, and business partners.

Reporting to and working closely with the Chief Financial Officer (CFO), the Finance Director plays a vital role in crafting and executing innovative financial strategies that drive the organization's mission forward. This position oversees 2 senior accountants and provides cross-functional team leadership. This position incorporates the organization's strategic imperative around diversity, equity, and inclusion within their area of responsibility.

The selected candidate will have a passion for the organization's mission, have strong relationship building skills and the ability to work with individuals from diverse backgrounds and experiences, and be a self-starter. Candidates must have a minimum of five to seven years' progressive experience in financial accounting, FP&A, or strategy and a minimum of 3-5 years of supervision experience. (Other necessary experience and qualifications are included below.)

We are committed to building an inclusive team; we invite candidates of all backgrounds to apply. This position offers a full benefits package, a hybrid remote work schedule, (2 days at home, 3 days in the office) and a starting salary range from \$100,000 - \$115,000 depending on skills and experience. This is a fulltime position based in Des Moines, Iowa.

Essential Accountabilities Include (but not limited to):

- Partner with the CFO to provide strategic direction in financial planning and management, promoting cross-functional coordination, creative problem-solving, and stewardship of accounting and financial activities
- Own the budgeting and forecasting process, delivering precise financial projections, and developing forecasting models to support both short-term objectives and long-term sustainability.
- Oversee the preparation and timely delivery of accurate monthly, quarterly, and annual financial statements and reports.
- Establish robust financial reporting frameworks and refine existing reports to enhance budget transparency, drive resource stewardship, and support sound decision-making.
- Ensure adherence to regulatory standards including guidelines governing grants and restricted funds, GAAP, federal, state and local laws. Lead the organization's annual audit and 990 preparation processes.
- Hire, develop, and manage a responsive, results-oriented finance team focused on service and operational excellence.
- Collaborate with CFO on driving continuous improvement of financial systems, processes, and policies, enhancing efficiency in reporting, budget monitoring, and month-end close activities.
- Manage cash flow to maintain operational liquidity, support capital investments, and optimize asset utilization.

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- Engage and collaborate with internal stakeholders including organizational leaders in both strategic and tactical planning, providing guidance as needed in financial discussions and externally with funded organizations, auditors, and business partners.
- Promote financial acumen throughout the organization by providing training as needed, and leading internal financial performance discussions.
- Leverage technology and champion automation where appropriate to implement tools and processes that streamline workflows, improve decision-making, and data accuracy.
- Proactively identify and mitigate financial risks through strong internal controls, regular risk assessments, policy reviews, and development of robust contingency plans.

Competencies:

- **Analytical skills:** Ability to develop information and raw data into very meaningful conclusions.
- **Management skills:** Ability to achieve desired outcomes by setting goals and priorities that deliver results and the ability to motivate team members.
- **Communication, verbal:** Ability to send tactful and appropriate verbal messages and listen to others' responses to convey information.
- **Communication, written:** Ability to write concise, clear letters, reports, articles, or emails to convey information.
- **Equity understanding and integration:** Ability to integrate an equity perspective and outcomes centered on diversity and inclusion within areas of responsibility.
- **Team Building:** Ability to lead, manage and motivate others with respect, service and humility to meet organizational goals while celebrating varied perspectives. Ensures that team members are actively involved in team activities and work collaboratively.
- **Business Acumen:** Ability to understand business-related topics and issues.
- **Problem Solving:** Ability to recognize courses of actions that can be taken to manage problems or potential problems and apply contingency plans to solve those problems.
- **Detail Oriented:** Ability to pay meticulous attention to new situations and apply previously successful approaches to those situations.
- **Adaptability:** Ability to adapt to both short-term and long-term changes in workplace conditions or needs
- **Project Management:** Ability to plan, organize, direct, and control tasks to meet a specific goal.
- **Customer Oriented:** Ability to serve clients (both internal and external) by focusing efforts on meeting their needs, understanding their concerns, and seeking to build trust.
- **Relationship Building** – Ability to establish and maintain a good rapport and cooperative relationship with customers and coworkers of diverse backgrounds and experiences.
- **Decision Making:** Ability to evaluate information and select an effective suitable course of action using sound judgment.
- **Integrity:** Ability to gain confidence and trust of others through honesty, authenticity, and acceptance of responsibility.
- **Ethical** – Ability to act and consistently adhere to high standards of organizational and professional conduct.

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Education:

- Bachelor's degree in Finance, Accounting, or related field.
- Advanced degree and/or training preferred such as MBA, Master's in Finance, Accounting or related field.

Experience:

- Minimum of five to seven years' progressive experience in financial accounting, FP&A, and strategy.
- Solid accounting experience with thorough understanding of generally accepted accounting principles (GAAP), financial reporting, and internal controls.
- Knowledge of auditing principles and practices, preferably in a not-for-profit environment.
- Knowledge of fund accounting procedures and procedures related to restricted donations and fundraising campaigns preferred.
- Self-starter with collaborative mindset and strong analytical/strategic thinking skills.
- Demonstrated experience in financial systems implementation or optimization - Prophix and MIP systems experience preferred.
- Minimum of three to five years of staff supervision experience with the ability to lead and motivate a team of finance professionals.

UWCI is an equal opportunity organization and all qualified applicants for employment or contract assignments will receive consideration for employment without regard to race, religion, skin color, gender, national origin, ethnicity, sexual orientation, gender identity, physical or mental abilities, genetic information, pregnancy, disability, age, family or marital status, veteran status, or other characteristic protected by applicable. United Way of Central Iowa will consider qualified candidates with criminal histories in a manner consistent with the role requirements and any applicable local, state, and Federal law. If you are a job seeker with a disability, or are assisting someone with a disability, and require accessibility assistance or accommodation to apply for one of our jobs, please call 515-246-6516.