



## **Opportunity**

The Partnership for Southern Equity (PSE) is seeking a strategic thinker and strong relationship builder with a proven background in nonprofit finance. Poised to triple its size and impact over the next few years, PSE needs someone with a growth mindset who can manage its day-to-day finances and business operations, while reporting to senior leadership and the board of directors to ensure alignment of team activities to broader organizational goals.

The Atlanta-based **finance manager** will be committed to the Partnership for Southern Equity's mission and organizational values. S/he will be a seasoned professional with experience collaborating with cross functional teams and senior executives, with a flexible mindset and entrepreneurial spirit. Expertise in nonprofit finance, budgeting, and project management are required and top-notch communication skills are essential.

Under the direction of the vice president of operations, the manager of finance will serve as the finance lead of the organization and will be responsible for insuring the financial health of the organization through systems and tools creating a sustainable and continuously improving financial strategy.

Key areas of responsibility include, but are not limited to:

### **Finance & Accounting**

- Oversee and manage day-to-day finances and record systems in accordance with GAAP
- Lead the formulation of mathematical modeling and forecasting for quarterly and annual budget process
- Facilitate discussions to define budget priorities and allocate resources most effectively to achieve programmatic goals
- Develop, evaluate, and communicate short- and long-term fiscal strategies that align with organizational sustainability goals
- Develop, review and analyze monthly financial statements while advising senior leadership and the board of directors, accordingly
- Provide resource and budget support to portfolio and department leaders to ensure they meet their financial goals
- Manage daily, monthly, and annual cash flow needs
- Establish processes for quality control, operational efficiency, and accuracy in departmental work
- Lead the annual external audit process

### **Grants**

- Provide PSE with effective methodology for creation of financial application for grants
- Oversee budget forecasts for all funds, grants, and resources
- Provide accurate and timely financial information, including updated projections and changes, for use in grant reporting
- Oversee allocation, tracking, and compliance around use of all grant funds
- Support the timely submittal of all grant applications and interim reports

## QUALIFICATIONS

### To fulfill these responsibilities, the ideal manager of finance will be:

- Passionate about the mission, vision and values of the organization.
- An accomplished, seasoned professional with demonstrated success in nonprofit financial management, possessing a minimum of 3 years of accounting (preferred) and/or 3 years of finance (required) experience.
- Inspiring in their management style; one who sees the possibility in others and is willing to devote the time to coach and develop while holding them accountable to measurable results.
- Experienced in overseeing multi-faceted programs and knowledgeable about best practices for managing nonprofit organizations and finances.
- A mindset centered around innovation and creative problem-solving.
- Culturally competent and a self-reflective leader who understands the effects of race, class, ethnicity, income, and other issues of difference in our society.
- Skilled in communication, strategic planning, project management, and organization; able to focus on big picture priorities while maintaining sight of the details.
- Dynamic and versatile, able to engage a variety of individuals and work in a clear, compelling, and authentic manner about the organization's vision and priorities.

## COMPENSATION & BENEFITS

This is a full-time, salaried position that is eligible for paid time off, medical, vision and dental benefits.

**For consideration, submit your resume and cover letter to [careers@psequity.org](mailto:careers@psequity.org) by February 15, 2019.**

*The Partnership for Southern Equity is an equal opportunity employer and does not discriminate on the basis of race, creed, color, sex, national origin, material status, sexual orientation, religious affiliation, disability or any other classification considered discriminatory under applicable law.*