

Job Vacancy

Program: Finance
Location: 550 E. Main Street
Position: **VP for Finance**
Hours: 37.5 hours per week
Salary Range: Commensurate with Experience
Salary Grade: 4

About Action for the A Better Community

Action for a Better Community (ABC) is one of nearly 1,000 nationally recognized Community Action Agencies (CAA), originally established under the Economic Opportunity Act of 1964 to fight America's war on poverty. Offering services in Monroe and Ontario counties, ABC annually serves over eight thousand customers offering an array of programs and services in the area of employment, early childhood education, youth services, adult education services, health services, community development and energy conservation. ABC's mission is to promote and provide opportunities for low-income individuals and families to become self-sufficient.

ABC has a twenty-one member board with equal representation from the community's public, private and consumer sectors. We're close to 400 employees and a host of volunteers provide services through ABC's nine locations that are easily accessible throughout the City of Rochester. ABC has contracts with Catholic Charities of the Finger Lakes and PathStone to provide community action services in Ontario County. ABC also has several other delegate and partner contracts, and a wide range of other partnerships.

Summary of Responsibilities:

Analyzes, records and reports the financial condition of the agency to the President & CEO and Board of Directors. Responsible for the smooth and efficient operation of ABC's finances; Implements internal controls, budgeting, cash flow and investments, for computer systems implementation and maintenance. Oversees facilities and fixed asset management and agency coordinated purchasing services; Risk management activities. Provides the same services to the ABC Foundation, and other affiliates and subsidiaries of the agency.

Qualifications

- ❖ Commitment to the mission of Action for a Better Community.
- ❖ Experience in a Senior Executive position with financial management responsibility in a \$20 million plus organization.
- ❖ Proven experience and least 7 years of federal grants management and regulations for non-profit organizations.
- ❖ Awareness of current business, legal, and financial issues, specifically as it relates to Federal Funding.
- ❖ Proven Experience with multiple funding sources in a human services non-profit operation
- ❖ Must be highly organized.

- ❖ Excellent verbal and written communication skills.
- ❖ CPA or MBA with minimum four years of experience in a senior management position or BS Degree in Accounting, plus 7 years experience in a senior fiscal management position of a \$20 million plus organization.

The above description covers the principle functions of the job. It is not intended to be a complete listing of all the miscellaneous incidental or substantially similar duties, which may be assigned during normal or emergency operations.

Please Forward Resumes/Applications to:

Human Resources Department

Action for a Better Community, Inc.

550 E. Main Street

Rochester, New York 14604

Apply Online: <https://talenthire.ceipal.com/Jobs/career/3295c76acbf4caaed33c36b1b5fc2cb1>

Email: hrdept@abcinfo.org

(585) 325-5116

EOE

Deadline for Resume/Applications:

June 15, 2018

5/18/18



Internal Posting



External Posting