



CROSSPURPOSE

Chief Financial Officer 2025 Job Description

Scope and Position Responsibilities

The Chief Financial Officer (CFO) at CrossPurpose is a key executive leader responsible for safeguarding the financial health and sustainability of the organization. The CFO provides strategic financial oversight, ensuring alignment with CrossPurpose's mission to abolish poverty in the community through empowerment and education. This role encompasses financial planning, operational excellence, risk management, information Technology, New Business Development and organizational development. As a member of the executive leadership team, the CFO works closely with the President, CEO, and board of directors to drive financial strategies and decisions that support growth and long-term impact.

Department: Administration

Supervisor: President, CrossPurpose

Direct Reports: Up to 5

Indirect Reports: 0

Responsibilities:

- **Strategic Financial Leadership**
 - Develop and implement financial strategies that align with CrossPurpose's mission, vision, and strategic goals.
 - Partner with the President, CEO, and executive leadership to guide overall organizational direction and priorities.
 - Advise on investment strategies, funding opportunities, and resource allocation.
- **Budgeting and Financial Planning**
 - Lead the annual budgeting process, ensuring accurate forecasting and alignment with organizational priorities.
 - Monitor financial performance, providing regular updates and recommendations to the President, CEO, and board of directors.
- **Accounting and Compliance**
 - Oversee all accounting functions, including accounts payable, receivable, and payroll.
 - Ensure compliance with local, state, and federal financial regulations and nonprofit reporting standards.
 - Manage audits, tax filings, and other regulatory reporting processes.
- **Risk Management**
 - Identify, assess, and mitigate financial risks, safeguarding CrossPurpose's assets and operations.
 - Maintain proper internal controls and ensure transparency in financial reporting.
- **Resource Development**
 - Collaborate with the Development team to create sustainable fundraising and grant strategies.
 - Manage relationships with donors, financial institutions, and other funding partners.



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- **Team Leadership**
 - Lead and develop the Finance and Accounting teams, fostering a culture of excellence, accountability, and innovation.
 - Provide mentorship and support to department heads on financial management and decision-making.
- **Operational Efficiency**
 - Analyze and streamline financial processes to enhance operational efficiency.
 - Oversee technology and tools supporting financial operations and reporting.
- **New Business Development**
 - Identify New Business opportunities for Cross Purpose that generate revenue outside of Philanthropy and/or Grants
 - Lead the Development team(s) to successfully achieve the identified goals and objectives
- **Information Technology**
 - Lead the overall information technology needs for Cross Purpose
- **Board Engagement**
 - Serve as the primary liaison to the Finance Committee of the board of directors.
 - Provide clear, actionable insights and presentations on financial performance, risks, and opportunities

Qualifications

- Bachelor's Degree In fields such as accounting, finance, economics, or business administration.
- Advanced Degree (Preferred) Master of Business Administration (MBA) or a master's in finance.
- Professional Certifications (Highly Desirable) Certified Public Accountant (CPA), Chartered Financial Analyst (CFA), Certified Management Accountant (CMA)
- At least 10–15 years of progressive experience in financial roles, with a minimum of 5 years in senior leadership positions such as Finance Director, Controller, or VP of Finance.
- Experience in the nonprofit, corporate, or healthcare industries
- Demonstrated ability to develop and execute financial strategies aligned with organizational goals.
- Experience in capital markets, M&A, and investment strategies is often required.
- Track record of overseeing accounting, auditing, compliance, and financial reporting.
- Expertise in budgeting, forecasting, financial analysis, and risk management.
- Strong leadership and team-building skills to lead finance teams and collaborate with other executives.
- Ability to translate financial insights into actionable business strategies.
- Deep understanding of financial regulations, tax laws, and compliance requirements.
- Familiarity with financial software, enterprise resource planning (ERP) systems, and data analysis tools.
- Exceptional verbal and written communication skills to articulate financial insights to stakeholders.
- Strong analytical and decision-making capabilities to address complex financial challenges.
- Collaborative, with a commitment to the organizational mission and values.
- High ethical standards and commitment to financial transparency.



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- Ability to navigate and lead during periods of growth, change, or crisis.
- Strong relationships with financial institutions, investors, and industry partners.
- High comfort level working in a diverse environment
- Deep passion for the CrossPurpose mission and values.
- Employees must provide a working laptop (PC preferred) and smartphone.

Hours, Compensation, and Benefits

Hours: 40+ hours/week: Monday - Friday 8:00 am - 5:00 pm, occasional other hours as scheduled.

Salary: \$ 140,000 - \$168,000 Annually (Executive II)

Vacation & Personal Days: 25 days per year, plus the office is closed Christmas Day - New Year's Day, and staff have limited duties

Sick Days: 6 days per year

Insurance Benefits: Health, dental, vision, worker's compensation, unemployment, short-term disability, long-term disability

These and other benefits are discussed in more detail in our Employee Handbook.