



NORTHWESTERN COMMUNITY SERVICES BOARD

CHIEF FINANCIAL OFFICER

The CFO monitors and financially accounts for services provided by Northwestern Community Services Board and is responsible for all facets of planning, developing, administering, and supervising fiscal operations, including accounting, reimbursement and payroll. The CFO oversees budgeting, purchasing, and is directly responsible for reporting of financial and performance data. The CFO proposes and develops the agency's fiscal policies and procedures, ensuring effective internal controls and supporting the process of revenue cycle management. The CFO provides timely and accurate fiscal information to the Executive Director and other senior managers; keeps the Executive Director and the Board informed of the agency's financial position; and routinely reports the results of CSB financial operations through financial statements which conform to generally accepted accounting principles. The CFO ensures compliance with Federal, State, local and board fiscal regulations and policies as well as the DBHDS Performance Contract. The CFO provides direct administrative and professional supervision to the payroll, accounting, reimbursement and business administration staff, and is an active member of the agency's Executive Leadership Team. In carrying out the position responsibilities, the CFO reports to and receives general supervision from the Executive Director.

The CFO should be a strategic thinker who understands how to position the agency for future success through ensuring operational effectiveness, strengthening the organization's fiscal health, and enhancing quality of care and services. This position requires a high degree of initiative and independence of action and must possess and exhibit integrity, confidentiality, sound judgement, conflict resolution, negotiating skills, problem solving abilities, and excellent supervisory and community relations skills.

This job description is based upon an evaluation of agency requirements at the time this description was written. This job description will change as the position is developed further, or in response to organizational or technological changes.

QUALIFICATIONS:

- Bachelor's degree in finance, accounting, or related field with considerable coursework in accounting required
- Ten years of progressive management experience in leading complex healthcare and/or related operations, including experience with a demonstrated track-record of superior operating and financial performance along with a record of growing profitable operations that produce quality outcomes required
- Supervisory experience required
- MBA/CPA preferred
- Experience at a senior leadership level in a similar-sized public behavioral health, private provider, and/or managed care organization highly preferred
- Knowledge of Virginia regulatory and public behavioral health highly preferred

- Experience with Community Services Board systems, Medicaid reimbursement and government accounting highly preferred
- Must possess a valid Driver's License, good driving record and the ability to provide own transportation

ADDITIONAL REQUIREMENTS:

- Prolonged periods sitting at a desk and working on a computer
- Must be able to lift/push/pull up to 25 pounds at times

SALARY: Starting at \$120,560.00

RETIREMENT: NWCSB offers a 5% Virginia Retirement System contribution after six months

APPLY: <https://www.nwcsb.com/ads/chief-financial-officer/>

DISCLAIMER: All full-time employees are eligible for a complete benefits package that includes enrollment in Virginia Retirement System. For more information about benefits and a complete list of current job openings, please visit our website, www.nwcsb.com. Positions remain open and advertised until filled.

Northwestern Community Services Board provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.