Job Description

Job Title: Vice President of Finance
Department: Accounting and Finance

RMC (Rocky Mountain Communities) Mission

Building brighter futures and inspiring hope by providing affordable housing and resident-focused services. Strong communities are composed of individuals and families who are supported and empowered to thrive. For over 30 years, Rocky Mountain Communities has leveraged resources and partnerships to invest in resident-focused affordable housing solutions across Colorado. We develop, own, and manage housing communities, where we also offer services and programming that promote youth success, adult self-sufficiency, and elderly independence. In doing so, we strengthen the fabric of our great state for everyone – now and for generations to come.

Vision

To build equity, potential, and hope through affordable housing and resident services

Our Values

I-HOPE is a catchy statement and a lens through which we support our communities. It is a roadmap for how we conduct ourselves. It is a guide for how we treat one another, and for the work we do every day to build brighter futures for our residents. I-HOPE brings Rocky Mountain Communities’ mission to life.

I: Integrity  H: Holistic approach  O: Opportunities  P: Passionate  E: Equitable

Description:

The Vice President of Finance reports directly to the Chief Executive Officer (CEO) and serves in a key organizational leadership role by managing the organization's finance, accounting, and operations responsibilities. The VP will be committed to the Financial Health Network’s mission and desire to positively impact the trajectory of a highly impactful regional nonprofit. The VP will be responsible for financial planning and budgeting, forecasting, accounting and fiscal operations, financial reporting, and general operations activities and will serve as a key advisor to the CEO, a member of the Executive leadership team, and will have 3-4 direct reports. The ideal candidate is a strong people leader who cultivates an inclusive and equitable work environment that fosters teamwork and collaboration and empowers and motivates employees to deliver their best.

PRIMARY RESPONSIBILITIES

- In partnership with the CEO, direct and manage the organization’s financial strategy and outlook to support informed decision-making and long-term thinking.
- Serve as a financial thought leader and advisor to business leaders, ensuring alignment of fiscal management with the organization’s mission and financial objectives.
- Collaborate with the CEO to set annual financial targets and guidance aligned with the organization’s strategic and financial objectives.
- Develop the annual budget and revised quarterly forecasts in coordination with internal stakeholders, develop high-level multi-year forecasts, analyze variances and key drivers of performance, create
qualitative and quantitative reporting to the Board of Directors, and engage with colleagues to develop a multi-year forecasting view

- Assess and analyze opportunities for business development and operational efficiency; advise on financial impacts, outcomes, and risks.
- Oversee cash management and investment policies, procedures, and controls, including developing and adhering to internal control policies.
- Work closely with the Operations team and oversee activities relating to contracts, board management, and administrative support; identify and implement opportunities to streamline and/or integrate operational workflows to increase efficiency or impact.
- Grant reporting, Investor reporting, and collection
- Fundraising tracking
- Audit and tax return process
- Insurance renewal
- SAM renewal
- Periodic report renewals

SKILLS & QUALIFICATIONS

- Strong financial and business acumen, a deep understanding of financial planning, analysis, and forecasting, and a strong knowledge of accepted accounting principles (GAAP), particularly in nonprofit entities.
- Strong background in accounting for property management/real property with a specific emphasis on accounting for project close-out of developments utilizing the Low-Income Housing Tax Credit program.
- Understanding of nonprofit fundraising workflows; experience with evaluating and increasing operational efficiencies and consulting with internal stakeholders to optimize and streamline end-to-end engagements.
- Demonstrated ability to use technology to ensure efficient, timely, and accurate processes and reports for internal stakeholders.
- Excellent verbal and written communication skills; ability to work collaboratively with project leads across the organization and skills at exercising influence without direct authority.
- Demonstrated commitment to embedding Diversity, Equity, and Inclusion across all internal and external stakeholder relationships, with the ability to collaborate with diverse stakeholders at all levels effectively.
- Highly effective presentation skills: an ability to communicate with influence and motivate multiple audiences
- Dynamic leader with strong collaboration, persuasion and influence, talent development, and communication skills, with the ability to set priorities, solve problems, and flex between strategic and tactical priorities.

Rocky Mountain Communities is committed to delivering services, making employment-related decisions, selecting volunteers, and selecting vendors without regard to age over 40, race, sex, color, religion, creed, national origin, ancestry, disability, genetic information, marital status, sexual orientation, gender expression, military status or any other applicable status protected by law.