FINANCE

NEW OPPORTUNITY

BOARDROOM TITLE: Director of Finance
ON THE STREETS: Ms. Buck Stops With Me
LOCATION: Flexible, Virtual Team
SALARY RANGE: Competitive
BENEFITS HIGHLIGHT: 6 full weeks annual sabbatical + vacation + more

THE RUNDOWN
Provide strategic management and oversight for all financial policies and systems to ensure the organization remains solvent, in compliance and within budget.

SKILLS REQUIRED
- 10+ years of experience in accounting or finance, preferably within a non-profit organization or government.
- Bachelor’s Degree in accounting, finance or relevant field is required. Master’s Degree or CPA designation is an advantage.
- Demonstrated success building and managing systems to support a multi-million dollar budget.
- Excel Maven with advanced abilities with Excel spreadsheet and PC-based fund accounting (MIP or other underwriting software experience is preferred).

YOUR SECRET SAUCE:
- Insanely organized and systems-oriented
- An eye for excellence and attention to detail.
- A keen and responsive collaborator. An effective communicator who can translate complex financial information to various stakeholders.

THE SCOPE OF WORK
- Financial Management Reporting: Prepare monthly, quarterly, and year-end financials in an accurate and timely manner; review and clearly communicate these reports to the CEO, COO and GirlTrek Board.
- Budget & Forecasting: Leads the organization on the annual budgeting exercise and planning process in conjunction with the CEO and COO in order to have the budget completed and presented to and approved by the Board in a timely manner. Leads monthly reconciliation process with department leads.
- Audit: Coordinates and leads the annual audit and tax preparations and filings; liaises with external auditors, external accounting firm, Finance Committee, the Audit Committee and the GirlTrek Board to ensure timely reviews and submissions of filings.

*See online posting for full scope & responsibilities.

GIRLTREK’S 2020 VISION
- Reclaim Our Streets: Inspire one million Black women to walk in their neighborhoods for joy, justice and health.
- Disrupt Disease: Help 100,000 women establish a life-saving habit of daily exercise.
- Inspire Black Girls: Create a bold and powerful new narrative of self-care.

THE MOVEMENT
- Goal: 1 Million Black Women
- Strategy: 10,000 Health Activists
- Progress: 560,000 Served
- Employees: 16 Hot Girls and Experts
- Faculty: 85 World-Class Teachers
- Impact: 100,000 Lives Saved

THE RECEIPTS
GirlTrek’s team ranks among the top 1% of social innovators in the world according to Echoing Green. They were named “Health Heroes” by Essence Magazine. This year, 7 million viewers watched as they walked 100 miles on the Underground Railroad in Harriet Tubman’s actual footsteps to raise awareness for the health crisis facing Black women. GirlTrek has been featured at the Obama Summit, The United State of Women, SXSW and Aspen Ideas Week and shared its powerful solution with:

"I think GirlTrek’s founders are doing some of the most transformational work on the planet. It’s big. I mean really big! And it’s wise, because it’s based on the wisdom of nature—that cataclysmic shifts start with a tiny seed.”

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APPLY TODAY:
Email: talent@girltrek.org
Subject: Tech Innovation
Attach: Letter + Resume
Deadline: March 31, 2020
Start Date: April 27, 2020