



Senior Director, Financial Planning and Analysis

Location: Remote with 10% travel and 10% weekend/overnight

We believe in a world in which every human life is valued, and health and human dignity are shared by all.

We believe that access to quality healthcare is a basic human right. For more than 100 years, we have worked with global partners to deliver locally sustainable, quality healthcare solutions to women, children, and their communities.

We work tirelessly for women's and children's health because they are disproportionately affected by illness and poverty. We know that healthy, educated, and empowered women are better able to raise healthy, educated, and confident children, and that communities depend on their livelihoods.

We believe in people.

We strive to live out our core values of **collaboration**, **love**, **excellence**, **accountability** and **respect** every day. We provide our employees with a competitive salary and benefits package, with meaningful work and opportunities to learn and grow. *We especially encourage all persons of diverse backgrounds to apply.*

Overview

The Finance and Admin department is responsible for the provision of cross-cutting, client-focused services in the areas of accounting, budget, treasury, information technology, administration, risk management, and grants. These strategic, operational, knowledge and accountability-based services will add significant value to the successful fulfillment of CMMB's global strategy.

The ideal candidate will be responsible for leading value-added analysis, all financial planning activities (budgeting and forecasting), reporting and strategic support for the entire organization. This is a senior financial position that will serve as a key member of the financial leadership team and demonstrate an excellent track record of developing and executing strategic initiatives to drive business performance.

Responsibilities

Financial Reporting and Forecasting

- Provide a monthly reporting package that includes analysis of key business trends and actual versus plan variances, including comprehensive explanations of differences.
- Manage the company's entity-wide monthly forecast processes.
- Provide support for ad-hoc financial projects and analysis along with financial presentations for the Executive Leadership Committee and Board of Directors.

Accounting/Budgeting Systems

- Responsible for managing the budget system. This includes phasing out of the old system and transitioning to a new Cloud based solution. It would include all the implementation steps from requirements to UAT and continuous training.

Business Analytics and Metrics:

- Deliver value-added business analysis as well as define and measure meaningful financial and operational metrics throughout the business that lead to insightful business decision-making.
- Oversee comprehensive reporting, analyses and projections of metrics and financials.
- Develop and enhance necessary dashboards to track business performance, identify trends and proactively engage with functional leaders to stay ahead of the curve, ultimately resulting in greater enterprise value and being recognized as an indispensable strategic partner to the leadership team.

Staff and Department Administration:

- Responsible for building and developing an A Class FP&A team that will transform the budgeting and forecasting process in a very fast paced, dynamic environment.
- Interact with and influence management and contributors at all levels of the organization.

Budget Development and Management

- Build and drive an efficient, user-friendly process for developing financial plans and analysis that links to the strategic objectives.
- Support management in the country offices and in the NY office in budget development, management and with mitigation plans, if necessary.
- Responsible for managing \$50M+ of operating budget and \$400M+ of in-kind donations and inventory.

Other

- Various field accounting duties including journal entries and reconciliations.
- This role also requires 10% of travel, 10% overnight and weekends, 25% accounting systems.
- *Note:* These essential functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job-related duties as required.

Qualifications and Requirements

- Master's degree in finance or accounting as well as an undergraduate degree.
- 15 years or more experience required
- Must have supervisory experience
- Ability to manage a wide variety of complex, changing situations, requiring a high degree of conceptual ingenuity and initiative.
- Must have extensive and authoritative knowledge of the techniques, practices and theories related to the role.
- Responsible for development and day-to-day management of projects or operational activities in accordance with organizational standards and budget guidelines. Establish work plans designed to meet goals and objectives within my area of responsibility, delegate work to staff or volunteers, monitor performance and work effectiveness and recommend modifications, as necessary.
- Wide array of contacts within and outside the organization and serves as an internal and/or external



consultant within their area of expertise. Their contacts are important in motivating, negotiating with, developing, and collaborating with others.

- Project management.
- Extensive knowledge of accounting principles with focus on Not-for-Profit accounting application.
- Statutory requirements of Not-for-profit governing bodies.
- Hands on as well as the ability to instruct other professionals on use of accounting and related computer systems.
- Knowledge of application of Internal Control functions.

Behavioral Competencies

Demonstrate CMMB's core values in action:

- Collaboration: To work in partnership for locally sustainable solutions
- Love: To embrace and be compassionate towards all people
- Excellence: To deliver sustainable, quality, and impactful results
- Accountability: To hold ourselves and each other to high ethical standards and practices, that maintains the good name of CMMB around the world
- Respect: To act always with integrity, and to value and honor the dignity of all.

Additional

- Integrity – personal and professional
- Leadership – must lead by example
- Ability to constantly manage multiple tasks simultaneously.
- Ability to change with a dynamic environment and manage stress of the change.
- Must be authorized to work in the United States.
- Comfortable working for a faith-based organization.

CMMB is committed to fair and equitable compensation practices

The starting pay range for this role for candidates in New York is \$125,000. Actual compensation packages are based on several factors that are unique to each candidate, including but not limited to skill set, depth of experience, certifications, and specific work location. This range may be different in other locations.

EEO Statement

At CMMB, we embrace diversity and demonstrate compassion towards all people—it is one of our core values. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills. CMMB is proud to be an equal opportunity employer and complies with all applicable federal, state, and local fair employment practices laws. CMMB strictly prohibits and does not tolerate discrimination against employees, applicants, or any other covered persons because of race, creed or religion, color, national origin, disability, predisposing genetic characteristics, marital status, sex, gender, gender identity, gender expression, pregnancy, age, sexual orientation, military or veteran status, citizenship, status as a victim of domestic violence, or any other protected classification under applicable federal, state, or local laws. This statement applies to all terms



and conditions of employment. CMMB is committed to fostering an inclusive and accessible experience for all job seekers-- If reasonable accommodation is needed, you may contact us at humanresources@cmmmb.org.

How to apply

Visit our [careers page](#) for more information and [click here](#) to apply.