

Job Description

Chief Financial Officer | September 2018

The Hunger Project (THP) is a global non-profit organization whose mission is to end hunger and poverty by pioneering sustainable, grassroots, women-centered strategies and advocating for their widespread adoption in regions where hunger persists. We operate in 22 countries with 350 staff and have mobilized 395,000 volunteer leaders worldwide. Our programs throughout Africa, South Asia and Latin America are based on an innovative, holistic approach, which empowers women and men living in rural villages to become the agents of their own development and make sustainable progress in overcoming hunger and poverty.

Current locations include a Global Office, located in New York City, twelve Program Countries (Bangladesh, Benin, Burkina Faso, Ethiopia, Ghana, India, Malawi, Mexico, Mozambique, Senegal, Uganda) of which two (India and Mexico) are separately incorporated and one is a separate grantee organization (Peru), and nine Partner Countries (Australia, Canada, Germany, Japan, Netherlands, New Zealand, Sweden, Switzerland, United Kingdom) all of which are independent entities with independent boards.

Program Countries are included in THP's annual audit results and all are part of the Form 990 return except for the two that are separately incorporated. They require statutory audits and must follow local accounting rules. They also raise funds locally that must be reported on consistent with US GAAP requirements as well as local country requirements.

Partner Countries are affiliated entities that are not controlled by THP, and as such are not included in the consolidated financial statements. Revenue from Partner Country entities is included in the revenue of the consolidated entity.

Position Summary

The Chief Financial Officer (CFO) is the senior executive leader for global financial strategy and operations. S/he plays a lead role in ensuring the fiscal integrity and vitality of the organization. S/he develops and executes a strategic vision for the global financial function, monitors and forecasts global financial data to identify critical issues for senior management and the Board, ensures coordination of finance functions globally, ensures a sound internal control environment and creates a strong network among finance staff globally.

This is a full-time position located in the global office in New York City, and reports to the President and CEO. The CFO is a key member of the global Leadership Team and is the principal liaison to the Audit Committee of the Board of Trustees. The CFO supervises a finance team in New York.

Key Responsibilities

Financial Strategy

- Provide strategic thinking and leadership around financial operations, compliance and resource development, including building unrestricted cash reserves to a level that allows for strategic flexibility.
- Continuously evaluate THP's financial condition and make recommendations to overcome business challenges and optimize opportunities.
- Provide timely, accurate reporting of results including forecasts, budget to actual and suggestions for improvements.

Financial Operations

- Ensure delivery of an on-time, unqualified annual consolidated audit.
- Ensure preparation of regular monthly financial reports and packages for the board/audit committee.
- Ensure effective global finance functions including accounting, budgeting, cash-flow, foreign exchange management, reporting, taxes, banking relationships, payroll and audit.
- Lead global efforts to define and maintain shared standards and systems for effective financial management, including a global chart of accounts and accounting manual.
- Oversee the implementation of new global accounting software, including implementation of reporting directly to the global general ledger by all affiliates.

Compliance, Control and Risk Management

- Ensure compliance with Generally Accepted Accounting Principles and all applicable international, federal, state and local laws and regulations.
- Ensure internal control processes are adequate to detect and prevent fraud and to protect the organization's resources and assets.
- Ensure the organization is protected with appropriate insurance policies and risk management procedures.
- Support the management of legal affairs, including contracts, leases, charitable registrations, government reporting and international trademark registrations.

Qualifications

- Master's degree in accounting, finance, business or related field. US CPA required.
- 15+ years of related experience, with at least five in a senior financial management role. International NGO experience required.
- Significant experience in or knowledge of non-profit accounting, including sophisticated fund and grant accounting, compliance and reporting.
- Experience implementing new accounting software packages.
- Experience working with a non-profit Board of Directors.

- Excellent written and oral communication skills.
- Ability to travel internationally.
- Participate in collegial office environment including helping with office-wide initiatives outside of own job area such as events.
- Commitment to The Hunger Project's values, including an understanding of and compatibility with our principles and philosophy. The successful candidate will be working with a team who loves what they are doing and feels it is a privilege to be working in service of this mission.

Benefit Highlights

- Defined contribution for each staff member to be spent on choice of authorized benefits including gold level medical, dental and vision, retirement or student loans.
- 20 days paid leave to start, plus 9 holidays and 12 sick days.
- Progressive parental leave: 2 months' full time pay, with 3-month gradual return.
- Flexible work hours and arrangements.
- Retirement plan: gradual vesting in 401(a) Fund over 5 years. Match provided to 403(b) pre-tax Annuity.

How to Apply

Please forward your letter of interest, resume, salary requirements and references for immediate consideration to personnel@thp.org. Note "CFO" in the subject line of your e-mail.