

AD FOR FINANCE MANAGER: 2016

United Way of Santa Barbara County is seeking a F/T hands-on, strategic, and participative Finance and Administration Manager. This is a senior-level position, with the selected candidate reporting directly to the CEO. This individual will lead and develop the following areas: finance, business planning and budgeting, forecasting, financial reporting, with some administrative and human resource support roles.

The ideal candidate will have a degree in finance, accounting or business (Masters or CPA preferred), have experience in fund accounting, be familiar with the work and financial structure of non-profit organizations and have at least a decade's experience in finance, accounting and/or fund accounting. Thorough knowledge of all aspects of accounting, internal controls, and Finance and Accounting procedures is required. 3 years' nonprofit experience not required, though beneficial.

Other skills benefitting the candidate will include:

- Excellent communication skills (written and oral) and interpersonal skills to work well with colleagues, volunteers, board members, donors, and other public stakeholders.
- Capacity to manage multiple cross-departmental agendas, as well as multiple complex and competing priorities/deadlines with grace, skill, and patience.
- Skills to manage/access financial software and modern word processing systems, including managing database reports and summary data (experience with MIP or other non-profit financial software preferred).
- Experienced and thoughtful judgment, particularly as related to confidentiality needs.
- Commitment to high levels of attention to detail, accountability, and results-driven performance.

Compensation package is competitive. Email resume with cover letter to: Steve Ortiz, sortiz@unitedwaysb.org