



VICE PRESIDENT OF FINANCE

REPORTS TO:	Executive Director
DEPARTMENT:	Headquarters
STATUS:	Full-Time
SALARY RANGE:	Per Year \$130,000 - \$150,000

ABOUT RYASAP:

Established in 1985 and serving the greater Bridgeport region, RYASAP (Regional Youth Adult Social Action Partnership) works to ensure the safe and healthy development of youth, young adults, and families by actively engaging organizations, public officials, and community leaders around issues that matter most to the community. By creating a “neutral table,” community members bring energy and focus, allowing candid conversations to emerge and the catalyst for change to begin. RYASAP’s work tackles the tough issues that teens, their families, and their communities face: community violence prevention, gambling/substance misuse education, juvenile justice reform, mediation, personal safety, suicide prevention, teen relationships, urban education reform, and youth leadership. RYASAP’s work has created statewide “best practice” models for other programs and communities’ adoption.

PRIMARY OBJECTIVE:

The Vice President of Finance for RYASAP plays a crucial role in managing and overseeing the financial operations, strategy, and compliance of the organization. This senior leadership position requires a skilled financial professional with a deep understanding of nonprofit fiscal management, a strategic mindset, and the ability to drive financial sustainability and growth.

COMPETENCIES:

1. Ability to think and act strategically
2. Ability to translate agencies financial metrics
3. Depth of knowledge in financial software integration systems
4. Thinks proactively to improve internal processes and management control
5. Outstanding leadership and management skills
6. Strong personal values of honesty and integrity
7. Highly adaptable
8. Ability to work independently and within a team

RESPONSIBILITIES:

Financial Management, Strategy, & Planning (75%)

- A. Develops and implements financial strategies that align with the organization's mission and goals.
- B. Leads the annual budgeting process, working with department heads to develop realistic budgets.
- C. Monitor budget variances and work with relevant teams to address discrepancies
- D. Collaborates with the executive team to create annual budgets and long-term financial plans.
- E. Provides financial analysis and insights to support strategic decision-making.
- F. Monitors and manages the organization's financial performance, ensuring accurate and timely financial reporting.
- G. Oversees accounting, bookkeeping, and financial reporting processes.
- H. Manages cash flow, investments, and risk management strategies.
- I. Implements and maintains strong internal financial controls to safeguard the organization's assets
- J. Evaluates and enhances financial systems, processes, and tools to improve efficiency and accuracy

Fundraising and Grants Management (5%)

- A. Collaborates with fundraising and development teams to ensure alignment between financial goals and fundraising initiatives
- B. Participates in grant application processes, tracking, and compliance with budget requirements

Compliance, Audits, and Reporting (5%)

- A. Ensures compliance with all financial regulations, laws, and nonprofit reporting requirements
- B. Prepares financial reports for the board of directors, external stakeholders, and regulatory agencies
- C. Coordinates annual audits and ensure successful completion
- D. Work with external auditors and tax advisors to comply with audit and tax requirements

Team Leadership and Development (10%)

- A. Manages the finance team, providing leadership, guidance, and professional development opportunities
- B. Fosters a collaborative and inclusive work environment that values diversity and teamwork

Strategic Partnerships (5%)

- A. Collaborates with program managers and other departments to ensure financial alignment with programmatic initiatives
- B. Builds relationships with external partners, financial institutions, and stakeholders

EXPERIENCE:

- 8 + years in financial leadership roles, preferably within nonprofit organizations
- In-depth understanding of nonprofit fiscal management, regulations, and compliance
- Strong financial analysis, budgeting, and forecasting skills
- Excellent communication and interpersonal skills, with the ability to present financial information to non-financial stakeholders
- Experience with financial software and systems; proficiency in accounting software and Microsoft Office suite
- Strong leadership and team management skills

EDUCATION:

- Bachelor's degree in finance, Accounting, or a related field; Master's degree or CPA preferred

BENEFITS:

The benefits package includes healthcare, dental, retirement, life, and short-term disability insurance as well as PTO (Paid Time Off).

EQUAL OPPORTUNITY EMPLOYER:

RYASAP is an equal opportunity employer. All employees will be considered for employment without attention to race, color, religion, age, sexual orientation, gender identity, national origin, veteran, or disability status.

TO APPLY:

Serious applicants should send a **cover letter and resume** to Lashaya Marrow, at lmarrow@ryasap.org.