



Title: Senior Vice President and Chief Financial Officer
Location: 50 E. 168th Street, Bronx, NY 10452
Reports to: President

About Us:

The Women's Housing and Economic Development Corporation (WHEDco) is a community development organization founded on the radically simple idea that all people deserve to live in healthy, vibrant communities. We build award-winning, sustainable, affordable homes – but our work is not over when our buildings are complete. WHEDco believes that to be successful, affordable housing must be anchored in strong communities of which residents can be proud. WHEDco's mission is to create and bridge access to resources in the South Bronx that support thriving neighborhoods – from high-quality early education and after-school programs, to fresh, healthy food, cultural programming, and economic opportunity. See www.whedco.org for more information.

Job Summary:

The Senior Vice President and Chief Financial Officer (SVP/CFO) will join WHEDco's Executive Team with overall responsibility for organizational fiscal and real estate asset management. The Chief Financial Officer will oversee WHEDco's Fiscal, Real Estate, and IT departments as well as a Commercial Kitchen.

The ideal SVP/CFO will be a strategic partner to the Executive team and Vice Presidents and to all managers and directors across the organization. The SVP/CFO will model a culture that attracts and retains employees at all levels, as well as consistently demonstrate good judgment.

Responsibilities:

- Develop and oversee WHEDco's overall financial plans, policies, and accounting practices. Oversee the budgeting, accounting, audit, tax, banking and cash-flow related activities for the organization. Oversee government contract management and invoicing. Advise the Board of Directors and Executive Team on the organization's ongoing financial condition. Develop organizational financial snapshots and projections.
- Asset and physical plant management of the three mixed-use affordable housing buildings that comprise the organization's real estate portfolio and oversee two property management companies. Advise Board of Directors and Executive team on



housing affiliates' ongoing financial condition. Report on asset management to tax credit investors, joint venture partners and government regulators and auditors.

- Manage security vendors and continual monitoring of building security and safety.
- Serve as the main liaison to outside auditor of organizational and housing affiliate fiscal policies and practices.
- Partner with General Counsel on risk management and oversight of agency's retirement plans.
- Provide leadership oversight on new capital projects including the completion of the Bronx Music Hall and repairs to existing housing portfolio. Oversee and monitor budgets and timelines of capital project vendors, including contractors and architects.
- Provide oversight, guidance and support to Fiscal, Housing, IT and Commercial Kitchen departments.
- Serve as the main liaison to the Board Housing and Audit/Finance Committees.
- Implement and monitor organizational investment policy and banking relationships.
- Work with the President, Vice Presidents and Directors to develop and oversee program budgets.
- Partner with the Development Team to develop budgets for fundraising efforts and provide appropriate financial reporting to funders and government agencies.
- Monitor ongoing landscape for potential future development projects and, if applicable, lead WHEDco's efforts to pursue and execute on such opportunities.

Qualifications:

- Bachelor's degree in finance, accounting, or related field required; Master's degree or CPA highly preferred.
- A minimum of 10 years of related experience required, preferably in an organization with significant government service contracts.
- Experience with government affordable housing programs is strongly preferred.
- Exceptional communication and interpretive skills.
- Proven ability to perform complex analysis of financial data.
- Experience preparing and presenting financial reports to boards or committees is preferred.
- A high level of integrity and emotional intelligence, along with strong interpersonal skills.
- Excellent and adaptive leadership skills, with the ability to work collaboratively with a diverse group of individuals.



- Experience managing and retaining high performing team members as well as providing professional development opportunities to promote individual, interpersonal and organizational growth.
- Genuine interest and passion for WHEDco’s mission.

Excellent benefits and competitive salary based on experience.

All new hires must provide proof of having received at least one dose of a U.S. Food and Drug Administration (“FDA”) authorized COVID-19 vaccine by their first day of employment, and proof of full vaccination within 30 calendar days.

To apply, please send a cover letter and resume to recruitment@whedco.org. Please include “SVP/CFO” and your name in the subject line.

WHEDco affords all qualified applicants equal employment opportunities without discrimination because of race, creed (religion), color, sex, gender, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, or any other category protected by law. WHEDco follows the requirements of the New York Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.