



Ohio Alliance to End Sexual Violence

Position Description: Director of Finance

Ohio Alliance to End Sexual Violence (OAESV) is Ohio's members-based statewide coalition. OAESV strongly believes that there is power and strength in our collective voices. A primary function of the coalition is to ensure there is a continuum of timely, accessible, and effective supports, services, and resources for all individuals who have been impacted by sexual violence.

SUMMARY OF POSITION: The Ohio Alliance to End Sexual Violence (OAESV) seeks a full-time Director of Finance to lead and oversee all financial matters of the organization. The Director of Finance will manage and implement OAESV's financial strategy, ensure compliance with all funding and regulatory requirements, and promote fiscal stewardship organization-wide. Key responsibilities include budget development and oversight, financial reporting, grant-specific fiscal management, forecasting, strategic planning, and ensuring adherence to internal financial policies and procedures. The Director of Finance will supervise financial operations staff and collaborate closely with leadership to maintain financial health and transparency.

SALARY RANGE: \$80,000- \$95,000. commensurate with experience

Because we know that the practice of salary negotiation can contribute to pay inequities, this starting salary is non-negotiable. Our compensation structure, as well as our approach to future compensation adjustments, is transparent to all employees.

REPORTS TO: CEO

ESSENTIAL DUTIES AND RESPONSIBILITIES (including, but not limited to, the following)

Fiscal Management

- Lead development of the organization's annual operating and grant-specific budgets in collaboration with leadership.
- Conduct financial forecasting and analysis to support organizational strategic planning and resource allocation.
- Oversee grant financial management, including fund allocations, compliance monitoring, and preparation of fiscal reports.
- Generate and present monthly, quarterly, and annual financial statements and reports to the CEO and Board of Directors.
- Maintain accurate and timely fund accounting systems, including restricted/unrestricted grant tracking.
- Ensure compliance with Generally Accepted Accounting Principles (GAAP), federal and state regulations, and funder requirements.
- Supervise and support finance staff in the processing of receivables, payables, payroll, and benefits administration.
- Direct the preparation for and management of annual external audits and monitor implementation of any audit recommendations.
- Ensure timely completion and submission of federal, state, and local financial filings (e.g., 990, 941s, retirement plan audits).
- Develop and maintain internal financial policies and procedures and ensure ongoing compliance organization-wide.
- Serve as a financial liaison to funders and partners when appropriate.

- Participate as a key member of the leadership team to provide financial insights that inform strategic initiatives. Includes leading monthly budget meetings with the leadership team.

QUALIFICATIONS

- Bachelor's degree in Accounting, Finance, Business Administration, or related field required; CPA or Master's degree preferred.
- Minimum 5 years of nonprofit financial management experience, including budget oversight and grant compliance.
- Strong knowledge of GAAP, fund accounting, and federal/state grant regulations.
- Proficient in QuickBooks or comparable accounting software and Microsoft Office Suite (especially Excel).
- Demonstrated ability to translate financial concepts to programmatic and operational colleagues.
- Experience managing audits and working with external auditors.
- Supervisory experience with finance staff preferred.
- Strong organizational skills, strategic thinking, and attention to detail.
- Commitment to OAESV's mission, principles, and a survivor-centered approach.

HOURS & LOCATION OF WORK

This is a full-time, salaried position (32+hours/week), requiring and offering flexible hours. Some evenings and weekends may be required. As part of a statewide coalition, the **Director of Finance can be based anywhere in Ohio**. Candidate must have the ability to communicate regularly with all OAESV staff and to travel throughout the state as needed, including for quarterly all-staff meetings. Proof of valid driver's license, acceptable driving record, and auto insurance required, or ability to use alternate transportation.

OAESV offers a robust and competitive compensation package to all eligible employees after applicable employment periods, including but not limited to:

- 40 hours of vacation time accrued each quarter
- 8 hours of sick time accrued each month
- Quarterly mental healthcare stipend
- Annual professional development funding
- 100% OAESV-paid medical premium for employees
- Employee and dependents will be eligible for medical, dental, supplemental insurance, group life insurance, and a 401k plan
- 401k match up to 4%
- 13 paid holidays

Ohio Alliance to End Sexual Violence is an equal opportunity employer.

Please submit cover letter and resume to info@oaesv.org. Please highlight any experience that specifically addresses the essential functions.