

Job Announcement

Community of Hope
Vice President of Finance and Operations
(Washington, DC)

(Posted: March, 2018)

Community of Hope has retained Slesinger Management Services to recruit a seasoned manager and leader to serve as vice president of finance and operations. This is an outstanding opportunity for an individual with expertise in health care financial management to be part of the senior team of an organization that currently has a budget of \$21 million and a staff of about 225.

Applications will be accepted until this search is completed. To see if the search is still active, please visit www.SlesingerManagement.com.

The Organization

Community of Hope is a dynamic, rapidly-growing, nonprofit organization whose mission is to create opportunities for low-income families in Washington, DC, including those experiencing homelessness, to achieve good health, a stable home, family-sustaining income, and hope. Community of Hope's primary programs focus on:

1. Ending homelessness for families. Community of Hope provides emergency shelter, transitional housing, and other services including job referrals, counseling, and mentoring programs for children.
2. Improving health and well-being of underserved communities. With three locations in Washington, DC, Community of Hope is a federally qualified health center (FQHC) that provides primary healthcare to the uninsured and under-insured.

Founded in 1980, Community of Hope has grown rapidly, especially over the past ten years. In 2018 it has a budget of \$21 million and a staff of 225. Revenue comes primarily from government contracts (primarily for its housing programs), reimbursement from Medicaid and other insurers (for its health care programs), and donations from foundations, corporations, and individuals.

For more information about Community of Hope, please go to www.communityofhopedc.org.

The Position and its Principal Responsibilities

Reporting to president and CEO Kelly Sweeney McShane, the vice president of finance and operations is responsible for ensuring the fiscal and operational health of the organization.

Key responsibilities include:

1. Serving as the senior strategic business partner to the president and board, assessing the financial implications of key opportunities and decisions the organization is considering.

2. Ensuring that systems and processes are enabling the organization to track revenue and expenses accurately, and to receive anticipated revenue quickly. One of the more complex aspects of the organization's financial management is that a key revenue stream is reimbursement from Medicaid and other insurers, which requires close monitoring of denied claims as well as advocacy with the District of Columbia Department of Health Care Finance (DHCF).
3. Leading an organization-wide process to produce an annual operating budget that reflects the organization's strategic plan and is integrated with the accounting system.
4. Overseeing IT and the management of the organization's seven – soon to be eight – locations throughout the District of Columbia.
5. Helping secure contracts and grants by insuring that budgets included in proposals reflect full costs of new initiatives.
6. Serving as a member of the senior management team, along with the president and CEO, the VP of health services, the chief medical officer, the VP of housing programs, the VP of development and communications, and the VP of talent management.

Desired Skills and Characteristics

The ideal VP of finance and operations will be:

1. Highly knowledgeable about financial management and accounting within organizations (nonprofit or for-profit) that receive revenue from Medicaid and other insurers.
2. Familiar with community-based nonprofits that provide health care, housing, and other services to low-income people. Experience with federally qualified health centers would be valuable.
3. Capable of overseeing and leading staff that includes a director of accounting, director of finance, director of IT, director of special capital projects, and director of facilities.
4. A superb communicator, orally and in writing, especially in articulating financial data to colleagues.
5. A person with the confidence and presence to be able to work effectively with board and committee members who have significant finance and business experience.
6. Fully supportive of the mission of Community of Hope, ideally demonstrated through prior professional or volunteer experiences.
7. Collegial, collaborative, and able to establish and grow relationships with individuals from diverse communities and cultures.

Compensation

The anticipated salary is in the neighborhood of \$150,000. Community of Hope offers a benefits package that includes health insurance, paid time off, a retirement plan, tuition reimbursement, and free parking at its Atlantic Street S.W. headquarters.

To Apply

Please email:

1. cover letter that explains why you are interested and qualified, and
2. resume

to:

Larry Slesinger, Founder and CEO, Slesinger Management Services

Larry@SlesingerManagement.com

(please include “Community of Hope” in subject line)

Questions? Contact Larry Slesinger by email or at 301-320-0680.

Community of Hope is an Equal Opportunity Employer and welcomes applications from candidates who reflect the communities served by the organization.