EOS TRANSITION PARTNERS

www.eostransitions.com

Citizens for Citizens Seeks CFO

About Citizens for Citizens

Founded in 1965, Citizens for Citizens, Inc. (CFC) is a nonprofit Community Action Agency dedicated to improving the economic security and well-being of vulnerable individuals and families throughout the Greater Fall River and Taunton areas of southeastern Massachusetts. As part of the nationwide Community Action Network established through the Economic Opportunity Act of 1964, CFC works to alleviate poverty and promote long-term economic self-sufficiency through comprehensive social services, community partnerships, and statewide advocacy. Each year, CFC serves more than 30,000 individuals, providing both immediate assistance to those facing financial hardship and longer-term opportunities for individuals and families to achieve greater stability and independence.

CFC offers a broad range of programs and services designed to address the interconnected challenges facing low-income individuals and families. Its energy assistance programs help households manage heating costs and improve energy efficiency, while food assistance and nutrition programs address food insecurity and promote family health. Through Head Start, Early Head Start, family child care, and after-school programs, CFC supports early childhood development, educational readiness, and working families. Additional services include family planning and preventive health education, nutrition assistance for women and young children, employment and volunteer opportunities for older adults, free tax preparation, and information and referral services that connect residents with essential community resources.

With an annual operating budget of approximately $40 million, a workforce of roughly 300 employees, and an extensive network of volunteers, CFC is a significant provider of human services in southeastern Massachusetts. Its diverse programs, supported by a combination of public funding, utility partnerships, private philanthrophy, and other resources, require effective financial stewardship, efficient operational coordination, and high levels of accountability. Guided by its longstanding commitment to addressing poverty and strengthening communities, CFC continues to adapt its services to meet evolving community needs while helping individuals and families build more secure and sustainable futures.

CFO Opportunity

Reporting directly to the Executive Director, CFC offers an incoming CFO the unique opportunity to combine meaningful, mission-driven work with challenging and rewarding financial leadership. With deep community roots, a strong reputation, and a broad range of programs that make a tangible difference in people's lives, CFC is a stable, well-run organization where the CFO's contributions truly matter.

The CFO will be presented with the intellectual challenge of managing a complex, multifaceted nonprofit while working alongside a dedicated, collaborative, and passionate team within a supportive, family-oriented culture which values flexibility, professional growth, and work-life balance. For a financial leader seeking both professional fulfillment and personal purpose, CFC offers the opportunity to make a lasting impact while being part of an organization that genuinely cares about the communities it serves and its employees.

Besides overseeing all financial operations, high priorities for the CFO include:

- Maintaining continuity in financial operations and existing processes while building a collaborative, productive relationship with the new Executive Director (the current Deputy Director will assume the role in January 2027) and other CFC leaders.
- Integrating oneself into CFC's supportive culture, establishing trust with existing staff, providing effective people management, and investing in staff development and training.
- Maintaining open, proactive communication with program directors and staff, developing a thorough understanding of CFC's diverse programs, and visiting program sites to better appreciate their operations and financial needs.
- Evaluating opportunities to improve efficiency through technology, including potential accounting software replacement and greater use of electronic processes for timesheets, reimbursements, and other administrative functions.

Specific Responsibilities

Senior Strategic Leadership

- Serve as a thought partner to the Executive Director and the board's Finance Committee to ensure decision making is well-informed by fiscal considerations.
- Participate actively in the senior leadership team meetings and strategic activities and initiatives.
- Serve as a liaison to the board's Finance Committee to provide financial reporting as well as fiscal and operational insight.

Financial Oversight

- Oversee the Controller and other CFC financial team members to:
    - Establish and implement policies and procedures for all financial management functions as well as a comprehensive fund accounting and recordkeeping system, ensuring appropriate controls and compliance with generally accepted accounting practices (GAAP), uniform financial reporting, and all applicable state and federal regulations for each of CFC's programs and specific funding sources.
    - Maintain appropriate financial procedures and internal controls while identifying and evaluating opportunities for improved financial operations, recordkeeping, and reporting and ensuring that CFC maximizes revenue from each of its sources.
- Lead the external audit process, serving as the primary interface with the independent auditors and ensuring accuracy of financial statements, including Form 990.
- Manage and supervise the financial side of the human resource function, including payroll processing.

Budgeting and Financial Reporting

- Oversee CFC's annual budgeting process and periodic forecasts.
- Provide comprehensive monthly reporting of financial results against budget to the Executive Director, program directors, and the board.
- Support program directors to develop, track, and report key performance indicators and trends.
- Work with programs to provide accurate and timely reporting to all funding sources and to ensure revenue is maximized.

Staff Management

- Manage, review, and mentor CFC's 6-member finance team, providing appropriate professional development opportunities.
- Meet regularly with direct reports to set and monitor performance against goals and conduct formal performance reviews annually.
- Build a trusting and respectful team environment, ensuring that fiscal staff work proactively to support program staff so CFC can positively impact the lives of its constituents.

Other Responsibilities

- Represent CFC to external financial partners such as banks, insurance companies, and benefit companies.
- Support administration to procure adequate insurance coverage, including health, workers' compensation, property, and liability coverage.

Profile of the Ideal Candidate

Credentials:

- A minimum of seven years of senior leadership, or equivalent experience, preferably at a Community Action Agency or a related nonprofit.
- Bachelor's degree in accounting or a related financial field required, and additional financial credentials such as a CPA, CMA, or MBA would be ideal.
- Mission-driven leader with the knowledge of, passion for, or experience working with the diverse communities served by CFC.

Skills and Qualities:

Strong Financial Expertise and Regulatory Knowledge

- Deep understanding of accounting, financial management, budgeting, and financial reporting.
- Familiarity with nonprofit financial regulations, including Uniform Guidance, UFR reporting, and government grant compliance requirements and with the ability to establish and sustain efficient and effective policies and procedures.
- Demonstrated ability to manage audits, maintain strong financial controls, and ensure accurate and timely reporting.
- Skilled at maintaining CFC's financial strength and long-term sustainability.

Effective Organizational Leader and Program Partner

- Strong organizational, management, and senior leadership skills, with the ability to contribute effectively to the executive leadership team.
- Able to build productive relationships with program directors and understand the distinct financial and regulatory requirements of each program.
- Willingness to provide additional guidance and support to programs with evolving financial management needs.
- Capacity to manage competing priorities while maintaining strong financial oversight and supporting program effectiveness.

Collaborative, Approachable, and Effective Communicator and Team Player

- Leadership style that aligns with the CFC's family-oriented, collegial, and supportive culture.
- Accessible, responsive, and approachable, able to create an environment where finance staff and program directors feel comfortable asking questions and seeking guidance.

- Strong communication and interpersonal skills, with the ability to explain financial matters clearly to diverse audiences and serve as a trusted resource.
- Collaborative, flexible, and patient, with a willingness to pitch in and support colleagues.
- Personable and down-to-earth, with a sense of humor and an open, supportive working style.

Compassionate, Mission-Driven, and Culturally Aligned Leader

- Genuine compassion for the individuals and families served by CFC, an appreciation for CFC's mission, and an understanding of how financial decisions affect programs and clients.
- Able to balance fiscal discipline with empathy, flexibility, and practical problem-solving.

Compensation and Benefits:

This is a full-time, salaried, exempt position with a starting salary range of $150,000 to $170,000, commensurate with experience and qualifications. CFC offers a comprehensive and generous benefits package which includes health insurance (through ICHRA), dental, group life and disability, a tax-sheltered annuity with a 5% employer match, and significant paid time. CFC employees currently work on-site in Fall River, MA five days per week.

Application Process and Additional Information

CFC is an equal opportunity employer and views diversity, inclusion, and cultural competence as vital guiding principles in its work. CFC welcomes and encourages applications from visible minority group members, Indigenous persons, members of the LGBTQ community, persons with disabilities and others who may contribute to the diversity of the organization and reflect the diversity of the communities served.

Candidate must include a resume and a cover letter, both in PDF format, which describe how qualifications and experience match the needs and mission of CFC. A background check and credit check will be required of finalists. Applications will be accepted until the position is filled. Upload required documents to: https://eostransitions.applicantpool.com/jobs/.

This executive search is being conducted by Eos Transition Partners consultant, John Tarvin. All submissions will be acknowledged and are confidential, and any questions can be submitted to John at: jtarvin@eostransitions.com.