

**NNEDV**  
NATIONAL NETWORK  
TO END DOMESTIC  
VIOLENCE

1325 Massachusetts Ave NW  
7th Floor  
Washington, DC 20005-4188

**NNEDV.org**  
phone: 202.543.5566  
fax: 202.543.5626

## Senior Director of Finance

The National Network to End Domestic Violence (NNEDV) is a national organization dedicated to making domestic violence a national priority, and creating a social, political and economic environment in which domestic violence, dating violence, sexual assault, and stalking no longer exists.

NNEDV is deeply committed to creating and sustaining an organizational culture that values diversity, inclusion and equity and envisions an organization that reflects the rich cultural diversity of the community. In pursuit of this vision, we are committed to educating, developing, and supporting an organization that embodies diversity in its many forms.

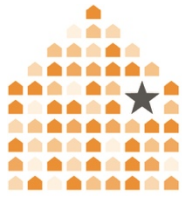
NNEDV is seeking a **Senior Director of Finance** to lead our Finance team. This is an exempt, full-time Washington D.C. based position reporting to NNEDV's President and CEO. The successful candidate will integrate big picture planning with the detailed work required for federal grant compliance.

The Senior Director of Finance will work closely the CEO, VPs, Director of Human Resources, Equity and Inclusion, Development Team, and programmatic teams on grant applications and grants management. The Senior Director of Finance will supervise the Finance and Administrative Manager, the Budget Manager, and financial consultants, and will have shared staff with the Director of HR, Equity and Inclusion. This is a great opportunity for a proven leader with strong analytic, finance, operational, and people skills to contribute to a strong organization with a critical mission.

### Primary Responsibilities:

Through direct personal engagement or through supervision of the work of relevant staff, you can expect to contribute to NNEDV's success by:

- Advising the CEO and other key leaders on financial planning, budgeting, cash flow, investment priorities, grant compliance, and related matters.
- Serving as the lead staff person on the annual financial statement and Single Audit and any federal OIG audits or site visits.
- Working closely with NNEDV's outsourced CPA to provide oversight and support on monthly financial processes and reports.
- Accurately assigning and managing cost allocations across a variety of complex funding sources within complex rules to achieve optimal financial outcomes for NNEDV.
- Serving as the key liaison to the Audit Committee and Finance Committee of the Board of Directors and representing and presenting status reports to the Committees, and to the full Board as needed.
- Overseeing all financial, project-based, and grant accounting, including cash flow and forecasting, and ensuring their accuracy and integrity.



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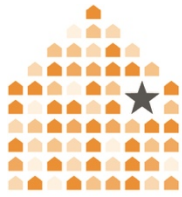
- Providing Finance team leadership through a continuous process of assessing and upgrading internal controls, to ensure compliance with accounting and grant standards and other relevant finance policies and practices. Working closely with the Director of HR, Equity and Inclusion on selecting integrated Finance/HRIS software systems.
- Providing leadership and working closely with the Finance team on an annual budgeting process that builds on NNEDV's strong financial management and clean audits, and ensuring that each project team has the budget information they need to manage their grants and projects.
- Demonstrating a strong commitment to diversity, equity, and inclusion, both in interactions internally and in approaches to processes, such as vendor selection.

**Required Skills, Education, and Qualifications:**

- Minimum 14 years of relevant experience, including federal or state grants management, financial planning, and analysis, along with responsibility for shepherding an organization or large division through a Single Audit process.
- Strong experience with nonprofit finance and accounting, and with relevant regulations, especially federal grant policies and regulations such as Cost Principles and OMB Uniform Guidance.
- Significant experience with nonprofit budgeting and federal grant management
- Ability to look at finances and budget at both a very high planning level, but also able to follow through and track details in all relevant areas.
- Experience supervising staff and working collaboratively
- Excellent judgment and creative problem-solving skills
- A high degree of personal initiative and proven interpersonal and team skills.
- Ability to serve as a supportive and confidential advisor to leadership.
- Outstanding communication skills, both verbal and written, with the ability to communicate effectively with a variety of audiences, including being able to present financial information in a way that is clear and understandable to non-accounting staff.
- Flexibility, a sense of humor, and the ability to work quickly and accurately under pressure.
- Intermediate to Advanced Microsoft Excel skills.
- Commitment to the organizational mission, including: 1) understanding of coalition work; 2) demonstrated commitment to anti-violence work, anti-domestic violence work, and racial equity; and 3) an ardent respect for domestic violence survivors.

**Desired Skills/Qualifications:**

- Proficiency in Sage Intacct (or similar accounting software).
- Experience at a state or territorial domestic violence coalition.
- Experience with managing grants from OVW/DOJ, OVC/DOJ, and/or FVPSA/HHS.



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- Ability to think through problems systematically while integrating information from multiple sources to form a comprehensive plan and strategy up from many parts.

### **LOCATION**

This is a D.C. based position and offers a flexible and collegial working environment in our offices on Thomas Circle in downtown Washington, DC, near McPherson Square Metro. At the time of this posting, NNEDV is in remote status. NNEDV is telework-ready and the position may initially start based at home as needed during the COVID-19 pandemic.

### **TO APPLY**

Send: 1) cover letter and 2) resume to Deborah J. Vagins, [FinanceJob@nnedv.org](mailto:FinanceJob@nnedv.org). Please combine the two application components listed here into a single PDF and attach to your email. Please copy and paste your cover letter into the body of the email.

Applications that do not contain all of the required items will not be considered.

**Applications received by November 15, 2021 will be given priority; however, the position will remain open until filled.**

No U.S. mail or faxes please.

### **SALARY RANGE**

- This is a full-time, exempt position.
- The starting salary range for this position is \$105,000, and will be adjusted commensurate with experience.

### **BENEFITS**

- NNEDV pays the entire cost for each employee's Health (HMO plan), Dental, Life, and Short-Term and Long-Term Disability Insurances.
- NNEDV contributes 3% to each employee's 401k retirement plan (no match required).
- NNEDV provides 18 paid holidays (including the last full week of each year), and up to three weeks of accrued annual leave and 10 accrued days of sick leave.
- NNEDV also offers vision insurance at a nominal cost.

*We value a diverse workforce and an inclusive culture. NNEDV encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, or veteran status.*