



## POSITION ANNOUNCEMENT

# CHIEF FINANCIAL OFFICER



## WHAT WE DO

For 134 years, Children's Home Society of California (CHS) has provided programs and services to families in California. Founded in 1891 as an adoption agency, CHS has evolved to meet the diverse needs of communities across seven counties: Los Angeles, Orange, San Diego, Sutter, Ventura, Yolo, and Yuba, offering a comprehensive range of programs and services. Its mission is clear: to provide children, families, and communities with supportive services to thrive.

As a recognized leader in the community, CHS helps families find and pay for child care and offers programs and services to support families and the child care community so that children can thrive in their development. With a passionate and dedicated team of 267 staff throughout California, CHS's commitment extends beyond financial assistance, encompassing free educational resources and workshops that nurture early learning and child development. This dedication translated into significant impact last year, serving 8,474 families and 14,325 children through its Child Care Payment Program, and enabling over 2.5 million days of crucial child care.

## LEADERSHIP & CULTURE

Reporting to the President & Chief Executive Officer (CEO), Beverly Tidwell, the CFO will join the executive leadership team at an exciting time of transition and continued growth for CHS. Beverly Tidwell brings over 35 years of dedicated service at CHS, having built a distinguished career from direct client services to the C-suite. Throughout her tenure, she has been instrumental in ensuring program effectiveness, operational efficiency, and the unwavering focus on CHS's mission. As CEO, Beverly continues to lead with compassion, innovation, and a deep commitment to the well-being of both employees and the communities served. Building upon 11 years of tremendous growth under the financial leadership of outgoing CFO Terrance Polcaro, CHS is now conducting a national search for his successor as he plans for retirement. The CFO will become a key member of the Financial Services Department, collaborating with a team of 11 professionals to ensure the sound financial management of the organization's \$196 million annual operating budget.

## COMPENSATION & BENEFITS

- Salary – \$190,000 - \$210,000 DOE/Neg.
- 100% employer-paid medical, vision, and dental for employee and eligible dependents
- Group life, Accidental Death and Dismemberment, and long-term disability insurance
- Personal Accident Insurance
- Employer Contribution to Retirement Plan – 10% defined contribution
- Employee Tax Deferred Annuity Plans for retirement

- PTO: 23 paid days off, 18 paid sick days, and 12 paid holidays
- Flexible Spending Account
- Paid secure parking

## **LOCATION**

This position is based at Children’s Home Society of California’s corporate headquarters in downtown Los Angeles. Some travel between Northern and Southern California and CHS offices will be required.

## **POSITION SUMMARY**

The CFO will play a critical role within the organization, ensuring financial strength, strategic growth, and long-term stability. As part of the executive leadership team, the CFO oversees the fiscal and financial operations of CHS, supporting the management of its \$196 million annual operating budget. Serving as a key sounding board and thought partner to the CEO and Chief Growth Strategy Officer (CGSO), the CFO will work across every area of the organization, providing financial insight and recommendations to guide strategic decision-making. They will supervise and mentor three direct reports, including the Director of Financial Services, the Financial Services Administrator, and the Director of IT.

Priority areas for the first 12 months include:

- Become ingrained in the organization, building relationships with the team and becoming familiar with CHS’s history, programs, contracts, and partners.
- Provide financial oversight of programs, financial operations, and investments.
- Develop and implement financial strategies within the newly adopted Strategy Roadmap’s key priority areas, including diversifying funding and revenue.
- Collaborate with the CEO and CGSO to identify areas for calculated growth, including the development of new pilot programs.

## **DUTIES & RESPONSIBILITIES**

- Oversee the preparation and management of the annual budget, financial forecasts, and year-end financial reports.
- Manage various financial functions, including fund accounting, cash flow management, fund analysis, budgeting, audits, and grant management.
- Ensure compliance with laws, nonprofit financial standards, and regulations; maintain awareness of industry best practices and trends regarding nonprofit financial management.
- Maintain appropriate accounting and cost policies and procedures to comply with GAAP, OMB, IRS, FTB, and all applicable federal, state, and local regulations for financial reporting, tax filings, and compliance.
- Manage contract development, negotiations, execution, and analysis to maximize financial performance and minimize risk. Ensuring timely reporting, invoicing, and data collection.
- Oversee enrollment projections and multi-year forecasts to monitor contract income and expenses.
- Lead and support the staff in managing all aspects of the Financial Services Department, including general ledger, accounts payable/receivable, payroll, and compliance with tax and government reporting.
- Establish and manage strong internal controls to safeguard CHS’s assets and contract funding, maintaining reliable financial reporting and preventing fraud or financial mismanagement.
- Monitor cash flow and liquidity to ensure financial stability and provide recommendations to optimize cash management and investment strategies.

- Manage relationships with external partners, including banks, auditors, and other financial service providers.
- Present financial reports to the Board, senior management, and stakeholders, providing insights into trends, challenges, and opportunities while also supporting the Audit and Retirement Committees.
- Coordinate and oversee annual audits and financial reviews and work closely with external auditors.
- Assess and forecast financial technology needs. Work closely with the IT department to ensure the successful implementation of new policies and technologies as needed.
- Continuously lead risk identification, analysis, and mitigation efforts, including fraud and cybersecurity.
- Collaborate with other departments to align financial resources for efficiency, effectiveness, and understanding of financial goals and decision-making.
- Coordinate the team's workload and priorities; conduct regular staff check-ins, facilitate communication, promote transparency, and ensure staff are well-informed.
- Monitor the investment portfolio, ensuring that investments align with the Investment Policy Statement.
- Regularly communicate with external investment advisors and provide transparent updates to the Board of Directors.
- Oversee the Bequest Program, ensuring gifts from estates and planned giving are recorded and handled in compliance with relevant legal and accounting standards.
- Foster a culture of collaboration, innovation, accountability, and continuous improvement.
- Provide on-site, high-level management support and leadership at the Corporate Headquarters.
- Engage in learning opportunities such as workshops, conferences, staff meetings, and trainings.

## **BACKGROUND PROFILE**

- Deep commitment to CHS's mission to provide children, families, and communities with supportive services to thrive.
- Minimum of 10+ years executive-level financial experience within large-scale institutions; nonprofit experience preferred.
- A bachelor's degree in accounting, finance, or management; additional preferred qualifications: MBA and/or CPA.
- Strategic and hands-on approach to finance, accounting, and operations; adept at analysis, business planning, budget development, and forecasting; comprehensive knowledge of nonprofit accounting, financial reporting, and regulatory compliance (GAAP, FASB, IRS, FTB, OMB).
- Proven success leading nonprofit finance and business operations; proficient in financial software and systems (Microsoft Dynamics desirable).
- Demonstrated experience with audit, contract/grants management, legal compliance, and regulatory oversight.
- Excellent written and oral communication skills, capable of conveying complex financial information to diverse stakeholders and boards.
- Strong leadership skills with the ability to mentor, develop and motivate staff to achieve goals.

## **FOR MORE INFORMATION OR TO APPLY, PLEASE CONTACT:**

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