



AVP of Finance

Department:	Finance
Reports To:	CFO
Classification:	Exempt G15
Pay:	(\$111,024.00 min. - \$166,536.85 max)
Type:	Full Time
Location:	Glendora, CA

AVP of Finance:

Since 1958 America's Christian Credit Union (ACCU) has been dedicated to the vision of "Christians financially equipped to serve God's world" by providing lending and banking services to Churches, Ministries, and the individuals they employ and serve across the United States. We are a banking institution that sees itself as an extension of ministry and more than a place to bank or work – but a missional endeavor to provide staple banking products and a safe place for our Christian members to have access to deposit and loan services.

Purpose:

Direct the areas of financial and regulatory reporting, NCUA 5300 Reporting, tax filings, financial statement audits, develop and monitor the annual organization-wide budget, analyze monthly financial statements to track performance, and establish policies and procedures. Responsible for ALM, liquidity and interest rate risk, and CECL reporting. In addition, this role is responsible for generating financial data and the creation of business cases and profitability analyses to support strategic decisions. Supervise the finance team. Additional projects as required. As an AVP, this role includes positively influencing projects and managing the business through financial tools-forecasts, business cases, etc. and will interact closely with the CFO and accounting group.

Major Duties and Responsibilities:

- Supervise the finance team and their activities, which includes monthly finance reports, ALM meetings, liquidity management and CECL reporting.
- Coordinate the CPA audit and respond as needed to regulatory examiners/findings.
- Oversee the operations of the Finance Department, including the design of an organizational structure adequate for achieving the department's goals and objectives.
- Manage the Finance Staff with the goal of optimal productivity and resource allocation.
- Coordinate the preparation of the quarterly Call reports, federal and state tax returns and 990 forms, and other filings as required.
- Calculate variances from the budget, report significant issues to management and provide for a system of management cost reports (product/profitability analysis.)
- Coordinate the provision of information to external auditors for the annual audit and ensure internal controls are adequate to mitigate the risks involved.
- Create an annual budget and monthly forecasts as needed.
- Additional projects as required.

Expectations:

- To ensure Credit Union and government policies and guidelines are met at all times ensuring accuracy on all documents with zero error; maintain a good working knowledge of Credit Union and government standards through continued research.
- To provide an informed, professional courteous atmosphere and ensure an efficient, accurate service with support offered to all members and associates.

Essential Functions:

- Ability to perform duties as outlined under “Major Duties and Responsibilities.”
- Ability to communicate clearly and to be understood.
- Ability to deal with sensitive and confidential information.
- Work involves extensive personal contact with others and is of a personal or sensitive nature. Motivating, influencing, and/or training others is key at this level. Outside contacts become important and fostering sound relationships with other entities (companies and/or individuals) becomes necessary and often requires the ability to influence and/or sell ideas or services to others.

Qualifications and Educational Requirements:

- Five years to eight years of similar or related Finance Role at a Financial Institution.
- (1) A master's degree or (2) a bachelor's degree w/professional certification (e.g., CPA) desired.
- Credit Union experience preferred.
- Management experience required.

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of responsibilities, duties, and skills required of personnel classification. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

Pay Scale:

Our pay ranges are built to allow for candidates with various levels of skills and experience to be considered, as well as to allow room for growth and tenure achieved in this role over time. Typically, new hire salary offers fall within the minimum to midpoint of a pay range for many candidates. Any offer extended to a candidate will be based upon their unique set of knowledge, skills, education, and experience, as well as internal equity.

ADA Compliance Statement:

In compliance with the Americans with Disabilities Act (ADA), ACCU stands ready to accommodate any qualified employee with a disability who can perform the essential duties of their position, as long as necessary accommodations for that employee's disability don't cause an undue burden to the credit union.

To apply, please visit: AmericasChristianCU.com/Apply