



Springfield Foundation

For good. For ever. For all.®

About the Springfield Foundation:

Founded in 1948, the Springfield Foundation is a trusted community foundation serving Clark County, Ohio. With over \$160 million in assets and more than 600 funds, the Foundation connects donors to meaningful causes and advances initiatives that strengthen the community. Throughout the Springfield Foundation's history, donors of both modest and substantial means have contributed gifts to provide Clark County with a permanent source of charitable capital to help meet the community's changing needs, now and for generations to come.

Position: Chief Financial Officer

Position description: The Chief Financial Officer (CFO) provides strategic and operational leadership for all financial functions of the organization, ensuring long-term financial health and sustainability. This role oversees financial reporting, budgeting, forecasting, analysis, and regulatory compliance. The CFO partners closely with the Executive Director and Board of Trustees to develop and implement financial strategies aligned with the organization's mission and goals. Responsibilities include guiding investment and budget strategies, delivering timely financial insights to leadership, and collaborating with accounting staff to ensure efficient and effective financial operations.

Principal responsibilities include:

Financial Strategy & Leadership

- Partner with the CEO and leadership team to develop and execute financial strategies
- Advise the Board and Finance/Investment Committees on performance, planning, and risk
- Lead long-term financial forecasting and sustainability planning

Accounting & Financial Management

- Oversee all accounting operations, including general ledger and financial reporting
- Ensure timely and accurate monthly, quarterly, and annual financial statements
- Develop and manage the annual operating budget
- Investment & Fund Management
- Oversee accounting and reporting for endowed and non-endowed funds
- Partner with investment advisors to monitor performance and policy alignment
- Ensure compliance with donor intent and nonprofit fund accounting standards

Compliance & Risk Management

- Ensure compliance with GAAP, IRS regulations, and Form 990 reporting
- Lead the annual audit and manage external auditor relationships
- Maintain strong internal controls and financial policies

- Oversee financial and investment risk management

Grants & Program Financial Oversight

- Support financial analysis, review, and due diligence for community initiatives and grantmaking activities

Systems & Operations

- Oversee financial systems and ensure data integrity and efficiency
- Identify and implement process improvements and automation

Team Leadership

- Lead, mentor, and develop finance staff
- Foster a culture of accountability, collaboration, and continuous improvement

Qualifications:

- Bachelor's degree in accounting, finance, or related field (CPA strongly preferred)
- 10+ years of progressive financial leadership experience
- Experience in nonprofit, foundation, or public accounting environments preferred
- Strong experience with fund accounting and endowment management
- Deep knowledge of nonprofit accounting and regulatory compliance
- Ability to operate in a "player-coach" capacity (strategic and hands-on)
- Strong analytical, problem-solving, and strategic thinking skills
- Excellent communication skills, including translating complex financial data for diverse audiences
- Board & Committee Engagement: Ability to build strong relationships and work effectively with board members and committees
- High integrity and commitment to stewardship and transparency
- Proficiency with financial and fund management systems

Benefits offered by the Springfield Foundation to employees include competitive salary based on experience, comprehensive health, disability, and life insurance coverage, retirement plan with employer contribution, generous paid time off and holidays, convenient on-site parking, and ongoing professional development opportunities.

To apply, send letter of interest and resume to Suzie Carey, Executive Director, at susan@springfieldfoundation.org by July 15, 2026.

Suzie Carey
Executive Director
The Springfield Foundation
333 North Limestone St., Suite 201
Springfield, OH 45503
www.springfieldfoundation.org

The mission of the Springfield Foundation is to raise, strengthen, and distribute permanent charitable funds to benefit Clark County.

The Springfield Foundation is an equal opportunity employer.