

Controller

At Way Finders, we are passionately invested in lifting up the region's people, places, and systems. Though our team performs a wide variety of functions, we are united by our shared mission: to build and advocate for a thriving and equitable region; to improve the stability and economic mobility of families and individuals; and to develop and manage a robust range of safe, affordable housing options.

Every day, our team helps people facing real challenges—with housing, jobs, personal finances, and other cornerstones of daily stability—to find real solutions. And we help communities and systems to grow in positive, strategic ways. We know that the right help at the right time can make all the difference; Way Finders provides transformative help to tens of thousands of people each year. Always with respect, always with compassion.

Interested in joining our team of dedicated professionals? Way Finders is currently seeking a **Controller. The Controller reports directly to the Chief Financial Officer and furthers our mission through the day-to-day management of the finance department, applying their high-level skills to oversee accounting policies, practices, and activities. The successful candidate will have experience in a complex organization and an approach that is sharp in critical and strategic thinking.**

Way Finders seeks a diverse staff to reflect our community and those we serve. Qualified individuals from diverse backgrounds are strongly encouraged to apply. Please indicate in your cover letter how your qualifications have prepared you for this role!

The candidate will work in a hybrid-remote capacity but must live within commutable distance to the main office in Springfield, MA. In-office work and in-person meetings are expected weekly.

Responsibilities include:

- Establish and maintain successful accounting policies and practices and lead all accounting activities
- Consistently analyze financial data and present reports in an accurate and timely manner; clearly communicate monthly, quarterly, and annual financial statements; monitor progress and changes and keep senior management abreast of the organization's financial status
- Oversee all audit activity
- Lead the successful accomplishment of various accounting closings, preparation of financial statements, audit exercises, and other required reporting throughout the year including multi-entity consolidations
- Lead cash management and cash forecasting practices; prepare reports for use by senior management
- Develop with foresight single and multi-year business plans to address changes in the business environment and to capitalize on new opportunities
- Analyze potential and existing property and entity mergers and divestitures; prepare reports for use by senior management to execute outcomes
- Work in close cooperation with the Asset Manager and Vice President, Budgets and Compliance to successfully manage the accounting aspects of property ownership and management, grants and contracts, and operating and capital expenditure budgets
- Establish and maintain strong, collaborative relationships with staff (including across departments) to achieve goals

- Demonstrate commitment to advancing the tenets of a diverse, equitable, and inclusive workplace through trainings, openness to discussion/feedback, and self-awareness
- Identify and inform the Chief Financial Officer of any matters that may adversely affect funding, financial status, or may result in inquiries from a funding, legislative, or media source
- Remain current on accounting principles

Supervisory requirements include:

- Hire new/replacement staff in an efficient and equitable manner, following recruiting process guidelines; provide proper support and mentoring to supervisory-level employees to ensure they take ownership of their own hiring needs
- Evaluate and provide timely feedback to staff on performance-related matters; assess staff members' strengths and developmental needs; implement performance plans to ensure the development and/or maintenance of necessary skills
- Those directly and indirectly supervised includes:
 - Assistant Controller, Payroll and Accounts Payable Specialist, Staff Accountant, Accounting Clerks, and Senior Administrative Assistant

Requirements include:

- Bachelor's in Accounting, Finance, or Business Administration; commensurate experience may be a substitute for a degree
- Preference for a Certified Public Accountant (CPA)
- 5 years' experience in accounting in a nonprofit setting, or audit experience with nonprofit clients
- Experience in a management or leadership role
- Proficiency with Microsoft Office applications (especially Excel, including advanced formulas), and comfort learning new technologies
- Familiarity with government regulations and reporting requirements for nonprofit organizations
- Ability to work both independently and as a member of a team, with the capacity to train/mentor effectively with diverse individuals and constituents, and in group settings
- Strong interpersonal and communication skills; experience in effectively communicating key data, including presentations to senior management, board members, or other outside partners
- Ability and desire to translate complex financial concepts to individuals at all levels including finance and non-finance managers
- Ability to interact effectively with all levels of the organization as well as outside contacts such as auditors, financial institution representatives, investors, board members and other stakeholders
- Proficiency in assessing priorities, organizing, and operating in a flexible manner in a fast-paced environment while retaining a high level of attention-to-detail

Benefits include: Generous paid time-off | 12+ holidays annually | Health, dental, and vision insurance options | Educational assistance | Medical Reimbursement Account | Dependent Care Account | 403(b) retirement plan with employer match | Life insurance | Short-term and long-term disability insurance | Transportation benefits | Employee Assistance Program | Annual staff picnic!

Wage between \$85,000 and \$96,000 per year depending on qualifications. Interested applicants must submit a cover letter and resume; applications will be accepted until the position is filled.

Way Finders is an Equal Opportunity Employer that seeks a diverse staff in order to reflect our community

and those we serve. Qualified individuals from diverse backgrounds are strongly encouraged to apply. This position is available to all without regard to race, color, religion, national origin, disability, age, gender or gender identity, sexual orientation, political affiliation, or veteran status. We provide reasonable accommodation for qualified individuals.

[Apply Here](#)

PI199121845