

Vice President for Business & Finance/CFO

Tabor College

Hillsboro, KS

Job Overview:

The VP for Business & Finance/CFO manages the financial and business affairs of the college. They lead in creating a viable and sustaining business model, develop and manage the college's operating and capital budgets, and oversee acquisition and disposition of all physical plant properties owned by the college including insurance coverage.

Job Description:

- Support the vision, mission and strategic initiatives of the college
- Conduct financial analysis, planning, and managing of the college's resources
- Review and create systems that will provide meaningful data to inform decisions
- Develop and manage the college's operating and capital budgets
- Develop financial projections
- Supervise the investment and management of short-term funds and cash controls
- Ensure external audit with independent certified public accountants
- Guide the college's investments, endowment and contracted financial and risk management services
- Serve as the chief financial adviser to the Board of Directors and the staff representative to the Finance Committee of the Board.

Expectations:

- Have a passionate commitment to Jesus Christ
- Embrace core Evangelical/Anabaptist convictions
- Engage in positive public relations with local community, financial, business, and civic leaders
- Demonstrate an understanding of Christian higher education
- Assist the president and vice president for advancement with donor relations
- Maintain relationships with national and regional professional organizations
- Serve as special advisor to the president

Formal Preparation and Experience Required:

- Master's degree required; CPA preferred
- Financial analysis experience and skills
- Experience with not-for-profit accounting
- Academic leadership experience
- Executive level leadership experience
- Positive interpersonal skills and be a team player
- Exceptional communications, facilitation, and organizational skills

To apply or receive a full job description: Contact Alex Wiens, HR manager by email at tchumrec@tabor.edu. Qualified and interested candidates should submit a cover letter, resume and references.

