Inviting Applications

CHIEF FINANCIAL OFFICER
FINLANDIA UNIVERSITY

SUMMARY

The Chief Financial Officer (CFO) works closely with the President to lead all University business and finance activities. Working closely with a small team, Finlandia’s CFO is involved with all aspects of the business office, being comfortable and competent in working with accounting matters, report-building, forecasting, and analysis. The CFO is responsible for leading Finlandia toward continuous and measurable improvement in the following key areas: annual budgeting processes, audit reports, financial ratio scores, net tuition revenue, cost control, and debt management. In addition to the business office, other areas of supervision include human resources, facilities, financial aid, and the University’s book store.

QUALIFICATIONS

• Bachelor’s degree in business management, with a concentration in accounting and/or finance.
• Seven years of experience in business and finance management, with evidence of progressive responsibility.
• Demonstrated advanced accounting skills and the ability to build and interpret complex financial statements.
• Knowledge of and experience with audit procedures and protocols.
• Proficiency in accounting and reporting software programs.
• Demonstrated knowledge, skills, and experience in budget management and planning, including regular reporting and forecasting.
• A record of effectiveness in planning, goal achievement, team-building, and management.
• Strong people, presentation, and communication skills.
• Exceptional time management and creative problem-solving skills.
• A demonstrated ability to manage cash flow and achieve results with limited resources.
Finlandia University is a learning community dedicated to academic excellence, spiritual growth, and service. It is a private, not-for-profit, HLC accredited, co-educational liberal arts college affiliated with the Evangelical Lutheran Church in America. The school is located in Michigan’s northernmost city, Hancock, and was founded in 1896 by Finnish immigrants as Suomi College.
ESSENTIAL RESPONSIBILITIES

1. Visioning: Generate, articulate, communicate, and sustain a vision that builds institutional financial health and resilience.
2. Planning: Develop and align business and finance goals and strategies with institutional planning in order that institution-wide commitments be realized:
   a. In consultation with the president, management team, and departmental leaders, set measurable goals and identify executable strategies related to budgets, income and expenditures, and the management of all financial accounts, statements, and controls.
   b. Proactively steward local relationships and outreach to ensure delivery of a clear and compelling institutional image for the campus community and external stakeholders.
3. Management: Enlarge the capacity within business and finance units:
   a. As the Chief Financial Officer, meaningfully contribute to the work of the president’s management team and offer counsel to the president and other executive officers on matters related to business and finance
   b. Build and maintain an inspired and cohesive team of professionals capable of achieving and sustaining strong and consistent business practice and financial results.
   c. Oversee the orientation, mentoring, and evaluation of related personnel.
   d. Relate well with other key campus leadership as needed and appropriate on all matters related to business and finance initiatives, including the chief academic officer and other academic and student affairs leadership, the chief enrollment officer, the chief advancement officer, and the athletics director.
   e. Ensure ethical standards are evenly applied in practices, policies, and procedures.
4. Administration: Provide effective administrative oversight to all business and finance activities:
   a. Serve as the University’s leading voice and representative on business and finance and related matters to the Finlandia University Board of Trustees and its committees, and to other University advisory bodies.
   b. Supervise the University’s and the unit-level budgeting activity and prepare a comprehensive budget for management team review and board of trustees approval.
   c. Collect and submit reports from all supervised units as required for board of trustees meetings.
   d. Working closely with business office staff, administer all areas of the business office, including correspondence, database management, reporting, and budgeting.
5. Adhere to university policies and procedures. Work collegially and professionally with students, employees, and external constituents.
6. Enthusiastically support the institutional identity of the university and its vision to be a whole learning community accompanying the whole student toward a whole life.
7. Perform other duties as required.
Natural beauty, mining and immigrant history, a thriving arts community, and year-round outdoor recreation opportunities are plentiful in this region known as the Copper Country.

Finlandia students enjoy miles of public beaches, more than 25 local waterfalls and easy access to Lake Superior, the largest body of fresh water in the world. Adventurous spirits find inspiration and enjoyment on miles of local hiking and biking trails, at two national and four state parks, and on acres of pristine, natural forest land.
As a learning community Finlandia University recognizes and affirms the dignity and worth of all people and cultures. We will strive to provide an institutional climate that does not perpetuate or tolerate forms of discrimination. We are committed to recruiting, developing and retaining a qualified and diverse faculty, staff and student body.

Finlandia University does not discriminate on the basis of race, color, national origin, sex/gender, age, disability, religion, veteran status, familial status, height, weight, socio-economic status, sexual orientation, genetic information, or any other category protected by applicable law in admissions, employment, athletics, programs, and activities. The following person(s) has been designated to handle inquiries regarding the non-discrimination policies or gender equity concerns:

Fredi deYampert
Title IX Coordinator
(906) 487-7301
fredi.deyampert@finlandia.edu

FINLANDIA UNIVERSITY IS AN EQUAL OPPORTUNITY EDUCATIONAL INSTITUTION / EQUAL OPPORTUNITY EMPLOYER

E-mail cover letter and resume to:

humanresources@finlandia.edu