



Vice President of Finance and Operations

POSITION SUMMARY

Pillar Search & HR Consulting is honored to partner with ONE Neighborhood Builders (ONE|NB) on the search for their new Vice President of Finance and Operations.

The Vice President of Finance and Operations (VP) will report to the President and CEO. The VP will be an essential part of the ONE|NB leadership team, driving the agency's strategic expansion from a financial and operational standpoint. The ideal candidate is a mission-driven, entrepreneurial, highly skilled professional with proven leadership experience both in the financial and operational realm and a strong track record of managing a high-performing team.

ABOUT ONE|NB

ONE Neighborhood Builders (ONE|NB) is a nonprofit community development leader in Rhode Island that is expanding its work to the broader Greater Providence area while maintaining its deep roots in its historic home of Olneyville. ONE|NB's mission is to develop affordable housing and engage neighbors to cultivate healthy, vibrant, and safe communities. Since its founding in 1988, then as Olneyville Housing Corporation, ONE|NB has developed 466 affordable apartments; 130 for-sale homes for low- to moderate-income homebuyers; and nearly 34,000 square feet of commercial and community space—totaling more than \$135 million of investments. ONE|NB is the convening entity of [Central Providence Opportunities: A Health Equity Zone](#) (CPO-HEZ), which brings together residents, more than five dozen community-based organizations, health professionals, local businesses, elected officials, and others to address root causes of health disparities and to improve neighborhood conditions. As the convener, ONE|NB is the backbone organization of this collective-impact initiative to increase economic mobility for residents in Central Providence. ONE|NB also created [the first free community wireless network](#) in Rhode Island, providing high-speed broadband to nearly 3000 unique users in the Olneyville neighborhood.

STRATEGIC DIRECTION

In June of 2020, ONE|NB established the following strategic direction. ONE|NB is poised to soon reveal its 2023-2028 updated strategy. This new strategy builds on the organization's recent successes and will not reflect a significant departure.

- ***Robust Housing Development and Quality Real Estate Management.*** ONE|NB will expand the availability of affordable, high-quality homes through the production, preservation, and acquisition of residential and mixed-used properties within their historic home of Olneyville and across Greater Providence.
- ***Addressing Root Causes of Health Disparities.*** ONE|NB will engage residents and community-based organizations in their nine Central Providence neighborhoods to generate the social and economic conditions that prolong life expectancy and work to eradicate systemic barriers that lead to health disparities.
- ***Embracing Innovation and Building the Community Development Field.*** ONE|NB will emerge as a thought leader in the field by distilling the lessons learned from developing and managing housing and convening residents and community organizations. They will participate in local and regional community development conversations, produce research and case studies, and amplify the impact of their community partners.

As a nonprofit community development organization that develops real estate, ONE|NB's finances are highly complex. The organization's annual operating budget is approximately \$10 million and is comprised of several sources. In addition to earned income from development transactions, the largest proportion of revenue is the myriad of government (federal, state, and local) reimbursement grants. The agency has an affordable rental portfolio of 466 apartments, as well as several commercial/community spaces. It is also the management agent for three condominium associations. The organization has 13 affiliated corporate entities, four independent companies, and over \$70 million in total assets.

KEY RESPONSIBILITIES

The VP manages and oversees all financial aspects of the organization and provides leadership and strategic oversight to the organization's operations. The VP leads a team comprised of seven total staff as well as ONE|NB's existing third-party information technology firm. The VP will have three direct reports – the Controller, a Director of Operations, and a Director of Data & Impact.

Responsibilities include:

- Actively manage cash availability, operating and capital cash forecasting, and other aspects of the organization's finances.
- Lead the development of multi-year budget forecasts and monitor adherence to annual budget, producing financial performance reports on a quarterly and annual basis.

- Lead annual audit for ONE|NB and our 13 affiliated corporate entities and 4 independent companies and associated responsibilities.
 - Coordinate with external auditors on all document preparation, monitoring visits, and the filing of necessary documents to the IRS.
 - Conduct annual form 990 review.
 - Manage tax filings and business registrations.
- Assess, manage, and minimize financial and other risk.
 - Drive the financial planning of ONE|NB by analyzing its performance and risks.
 - Retain constant awareness of the company's financial position and act to prevent problems.
 - Ensure all financial records are in compliance.
 - Serve as lead on corporate insurance policies and ensure proper insurance coverage.
- Work collaboratively with the Controller and Director of Operations to manage procurement, contracting, and associated compliance.
- Provide strategic leadership and oversight to the Director of Operations and Director of Data & Impact in ensuring that the organization has appropriate policies and systems in place and that these resources are being used effectively and efficiently. This includes:
 - Office facilities and security.
 - Information technology.
 - Data collection and utilization.
 - Development and/or documentation of policies and procedures.

QUALIFICATIONS

The successful candidate will be a highly experienced, results-oriented professional with an exceptional work-ethic, committed to racial equity and advancing anti-racism practices, and to the vision and values of ONE|NB. In addition, the following standards will generally define the successful Vice President of Finance and Operations:

- Bachelor's degree in Accounting/Finance. CPA and/or MBA are required.
- 15+ years of general accounting experience.
- Proven experience developing and leading multi-functional teams, with ability to work effectively with people at all levels of the organization to create buy-in and a sense of shared responsibility.
- Accounting experience with thorough knowledge of public finance, budgeting, and Generally Accepted Accounting Principles (GAAP). Understanding of accounting/finance's application in the nonprofit and/or real estate development sector would be a plus.
- Experience with consolidation of multiple corporate entities.
- Expert in Microsoft Excel; proficient in Peachtree (Sage) or equivalent accounting system.
- Outstanding analytical and strategic thinking skills.
- Superior communication skills, both oral and written.
- Minimum of 10 years of progressive experience in a leadership capacity.

The Vice President of Finance and Operations will be required to work a full-time schedule with some flexibility required on nights and weekends. This role offers flexibility to work remotely an estimated two times per week initially and greater flexibility once established in the role.

ONE|NB offers a robust benefits package (including health, dental, and vision insurance), 4 weeks of vacation, 9 holidays plus 4 floating holidays of employee's choosing, up to 5% 401k match with immediate vesting. and an inspiring and innovative organizational culture.

Candidates are not required to provide proof of COVID-19 vaccination, though vaccination is strongly recommended.

The salary range for this role is \$135,000-\$165,000 annually. The compensation range is competitive and is commensurate with experience.

ONE|NB works to dismantle all forms of discrimination. They fight the systems that oppress people from a vast range of identities and experiences. Cultivating a team that embodies the diverse experiences of Central Providence communities is essential to these aspirations. They strongly and sincerely encourage applications from people of color; immigrant, bilingual, and bicultural individuals; people with disabilities; members of LGBTQQ+ and gender non-conforming communities; and people with other diverse backgrounds and lived experiences.

APPLICATION INSTRUCTIONS

Please submit your cover letter and resume to Cindy Joyce, Pillar Search & HR Consulting, via email to cindy@pillarsearch.com.