

Job Title Chief Financial Officer

Short Description Excel Federal Credit Union is looking for a financial executive to join their team as Chief Financial Officer. Reporting directly to the CEO, this role will oversee and be responsible for the financial activities of the organization, in accordance with generally accepted accounting practices (GAAP). Other responsibilities include but are not limited to the preparation of current financial reports and summaries, as well as forecasting that predicts future growth and risk to ensure the financial stability of the organization. As a member of the executive management team, this role will help determine the credit union's long-term direction, policies, and procedures, and contribute to strategic planning, and operational management decisions.

Full Description

- Prepares all required/scheduled reports which summarize and forecast the credit union's business activity and financial position in areas of assets, liabilities, income, expenses, and earnings based on past, present, and expected operations.
- Directs preparation of operating and other budgets, including preparation and analysis of subsequent variance reports as required.
- Develops and implements financial policies. Monitors and reports on interest rate risk and liquidity risk and assists in the development of strategies to mitigate these risks.
- Serves as management's representative to the Asset/Liability Management (ALM) Committee. Supports the work of senior management and the ALM Committee through development, preparation and analysis of appropriate reports.
- Provides required ALM training to the Board of Directors.
- Serves as the management liaison to the Supervisory Committee. Supports the work of the Committee through the preparation of requested reports and analyses, and through assistance with designated internal audit tasks.
- Manages investment portfolio. Recommends purchase or sale of securities and investments, ensuring compliance with the Credit Union's Investments and ALM policies, goals, and objectives, as well as all applicable state and federal rules and regulations.
- Conducts analyses and appraises the credit union's financial position. Issues periodic financial and operating reports that adequately depict the financial condition of the credit union.
- Directs accounting staff in the creation and maintenance of required systems and procedures necessary to maintain proper records and adequate accounting systems controls and services. Is responsible for supervising all staff who report directly, including performance appraisal.
- Manages the corporate insurance portfolio and advises management about insurance coverage for protection against

property losses and potential liabilities.

- Directs determination of depreciation rates to apply to capital assets.
- Responsible for vendor management process and maintenance.
- Advises management on desirable operational adjustments due to regulatory change, current economic issues, and related matters that may impact the financial stability and soundness of the credit union.
- Works with external auditors, and federal, and state credit union examiners to ensure the credit union is in compliance with prescribed accounting methods set out in regulation, law, FASB rules, and generally accepted accounting principles. Responds appropriately to exceptions and other recommendations.
- Prepares reports required by regulatory agencies.
- Performs other duties as assigned.

Education

The ideal candidate will have a minimum of ten years of experience in a financial organization and five years in a senior management role. Bachelor's degree required, CPA designation a plus. Strong relationship and leadership skills are critical.

Additional Comments

OTHER SKILLS and ABILITIES: Ability to operate a personal computer including a full working knowledge and ability to utilize the following software programs:

- Microsoft Office
- Asset/Liability Management
- Additional financial management software as needed
- Familiarity with credit union accounting terminology and standards
- Familiarity with credit union system terminology and acronyms

Credit Union

Excel Federal Credit Union

State

Georgia

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Expiration Date

03/31/2023