

Chief Financial Officer

Family First Credit Union, 3604 Atlanta Avenue, Hapeville, GA 30354

Family First Credit Union is the eleventh oldest credit union in the state of Georgia. It was chartered in 1930 to serve employees of the Fulton County School System and their families. As time progressed, we added other school systems, private schools, and businesses. We have over 12,000 members and offer the best services and products available. In 2022, Family First Credit Union won the Credit Union of the Year for our asset range from the League of Southeastern Credit Unions. Like all credit unions, Family First Credit Union is a not-for-profit financial cooperative. We exist solely for the purpose of serving our members' best interests. We will continue to put our members' needs before profits. Our assets are over \$137 million, and our capital ratio is 12.80%.

Position Summary:

Family First Credit Union is searching for a dedicated, goal oriented Chief Financial Officer to join our team. The CFO will report to the CEO and will direct the overall financial plans and accounting practices of the Credit Union, overseeing treasury, accounting, forecasting, budget, tax, and audit activities of the organization and its subsidiaries. Other responsibilities include overseeing the financial and accounting system controls and standards and ensuring timely financial and statistical reports for management and the Board of Directors. This position will be an Executive leadership level position and will be vital to strategic leadership. With a substantial budgetary impact, the CFO conducts in-depth analyses with complex evaluations to strategically support and effectively direct the organization.

Duties and Responsibilities:

- Serves as a member of the Executive Team and supports the strategic priorities of the Credit Union.
- Direct the preparation of financial statements and other internal reports used to monitor and analyze key leading and lagging indicators driving the operational and financial performance of the Credit Union.
- Creates long term financial forecast models to assist with the development of strategic initiatives.
- Directs the functions of and monitors performance for the Accounting and Back Office departments.
- Participates in developing and evaluating the Credit Union's short- and long-term strategic goals and objectives. Responsible for strategic and annual business planning, oversight of financial operations, compliance with GAAP and credit union standards.
- Creates the overall operational budget for the Credit Union.
- Creates, prepares, and submits longer term capital and business development plans.
- Coordinates month end closing.
- Attends Board meetings to communicate the financial status of the Credit Union.
- Coordinates the data for the Asset Liability Management analysis and works with the Chair of the ALM Committee.

- Coordinates the reports for the Audit Committee meetings analysis works with the Chair of the ALM Committee.
- Develops investment strategies for Credit Union assets, monitors interest rate risks, and maintains the Credit Union's investment portfolio.
- Monitors liquidity through cash monitoring and liquidity forecasting.
- Oversees reporting to regulatory authorities, government agencies and other agencies as needed (NCUA 5300, 990, Report of Officials, and other types).
- Works directly with auditors and examiners on year-end and other audits.
- Responsible for policy updates and revisions and makes recommendations to other Officers and Board of Directors.
- Responsible for the chart of accounts and necessary internal controls over the general ledger to include appropriate reconciling processes, software application and segregation of duties.
- Coordinates escheatment of accounts and checks pursuant to Georgia unclaimed property laws.
- Responsible for managing payroll and other human resource needs.
- Use effective interpersonal skills to build trust and foster a culture of accountability, transparency, and collaboration for the sole benefit of the Credit Union.
- Lead by example to ensure that key decisions are vetted by using objective, qualitative and quantitative information.
- Understand and assess potential risks facing the Credit Union and proactively work to mitigate those risks.
- Ensure the Credit Union complies with all legal and regulatory requirements.
- Takes on any additional assignments as directed.

Requirements:

- Bachelor's degree required, Master's degree or CPA license preferred.
- A minimum of five years' experience in a senior level position with a financial institution is required,
- Excellent analytical skills, people skills and self-direction. Proficiency with PC accounting, spreadsheet, financial data processing systems and word processing software.
- Strong understanding of and extensive professional experience with Accounting/GAAP principles, familiarity with non-profit and fund accounting.
- Excellent organizational, communication (both verbal and written) analytical, and negotiating skills.
- Demonstrated appreciation of the mission and ability to communicate with credit union members, regulators and investors, and our Board of Directors.
- Possesses high energy, positive "can do" attitude, curiosity, flexibility, teamwork, and attention to detail, high degree of initiative, proven ability to manage multiple tasks in a deadline driven environment, with a good sense of humor.

Compensation and Benefits:

An excellent competitive compensation package will be offered to the selected candidate that offers base pay, bonus, and a 457f. Benefits offered include 401(k) plus matching, health

insurance, dental insurance, vision insurance, long term disability insurance, life insurance, Defined Benefit Plan, Employee Assistance Program, paid vacation time package,

Application Instructions:

Please send cover letter, resume, and salary history/requirements to search@ffcuga.org no later than Friday, March 31, 2023.

Family First Credit Union is an Equal Opportunity Employer:

As an equal opportunity employer, Family First Credit Union does not discriminate against any employee or candidate on the basis of age, race, gender identity, gender expression, genetic information, national origin, physical or mental disability, protected veteran status, religion, sex (including pregnancy), sexual orientation, or any other characteristic protected by all applicable federal, state, and local laws.

Reasonable Accommodations:

Family First Credit Union is an equal opportunity employer that is committed to working with and providing reasonable accommodations to individuals with disabilities. If you have a disability and you believe you need a reasonable accommodation in order to search for a job opening or to submit an online application, please contact Wayne Pike at (404)768-4980 or by e-mail at wpike@ffcuga.org. This email and phone number are listed exclusively to assist disabled job seekers whose disability prevents them from being able to apply online. Only messages left for this purpose will be returned. Messages left for other purposes, such as following up on an application or technical issues not related to a disability, will not receive a response.