

Vice President, Finance & Accounting

Our Foundation

Helios Education Foundation believes every individual in Arizona and Florida should have the opportunity to attend and be prepared to succeed in postsecondary education. In order to create those opportunities, the Foundation strategically partners with organizations and institutions to improve student academic preparedness across the education continuum and to foster a high expectation, college-going culture for all students.

The Foundation views its role as much more than a grant-making organization, but as an actively engaged partner, working in communities across Arizona and Florida contributing its expertise and resources to improve education systems and set more students on a path to completing a postsecondary license, certificate or degree.

Partnerships are cultivated and strategically aligned to advance the Foundation's priorities in Early Grade Success, College and Career Readiness and Postsecondary Completion.

The Position

The Vice President, Finance & Accounting contributes to the Foundation's goals by providing daily support of the Foundation's financial operations and by supporting the Chief Financial Officer. This position will prepare, maintain, analyze, verify and reconcile complex financial transactions, statements, records and reports; ensuring this work is accurate timely and in accordance with GAAP guidelines. The VP, Finance & Accounting will work closely with accounting personnel, senior personnel in other departments and the Chief Financial Officer on a daily basis to ensure overall efficiency and effectiveness in the preparation of budgets, annual audits, month and year-end closing. This position will maintain accounting controls and the chart of accounts to ensure accuracy of financial statements. This position reports to the Chief Financial Officer. This position is located in the Phoenix, Arizona office.

The Candidate

Candidates for this position must have a Bachelor's degree and at least five (5) years of progressively responsible supervisory experience, preferably in a non-profit and/or philanthropic organization. A Certified Public Accountant (CPA) designation is required. The ideal candidate will be able to perform complex financial and accounting functions while possessing strong leadership and management skills to develop technical expertise on the finance and accounting team.

To apply, send a cover letter and resume to Ms. Noel McClain, Human Capital & Workplace Operations Director, at hr@helios.org (subject line "VP, Finance & Accounting - Search"); or Helios Education Foundation, 2415 East Camelback Road, Suite 500, Phoenix, Arizona 85016. Credentials will be accepted until a sufficient number of competitive candidates has been received. First review of candidates will occur no later than September 14, 2018. Candidate credentials will be reviewed as they are received. Only candidates selected for an interview for this position will be contacted by the Foundation. For more information, visit: www.helios.org.