

Director of Finance

Location: Remote – Available / Online during weekday hours (9 AM - 6 PM)

Employment Type: Full-time

Salary: \$100,000 - \$120,000 commensurate with experience and skills

Benefits: Healthcare, vision, dental insurance. Paid time off, flexible working hours/location

About the Role

[Fund for Guaranteed Income](#) (F4GI) is a non-profit startup innovating how families access and use the social safety net. We act as a lab for imagining, building, and incubating new solutions that can improve America's broken welfare systems. We do this by forging partnerships, building technology, and conducting research. Working at F4GI means bringing desperately needed resources to low-income families and communities, while using cutting edge technology to upend bureaucracy, shift policy, and change the social safety net—forever.

F4GI is seeking a Director of Finance to join our team. As Director of Finance, you will be responsible for building world-class finance systems and processes to empower our growing organization. You will identify opportunities to automate and streamline to help us use resources more effectively. You will oversee long-term finance strategy and be responsible for forecasting, identifying trends, and working with leadership to ensure sustainable growth as we expand our impact.

The ideal candidate has a proven finance background, demonstrated integrity, and excitement to apply those skills in a startup environment. You are proficient in accounting with a solid understanding of regulatory requirements and compliance. You are ultra-organized. You are able to prepare accurate financial reports on the go, and effectively address issues as they arise.

The role and job responsibilities listed below will be supported by F4GI's internal accounting team and operations staff.

Job Responsibilities

- Scale the organization's finance systems and processes effectively as we grow
- Develop and implement financial strategies, goals, and policies to guide our growth and ensure compliance with applicable regulations and accounting standard
- Analyze data, identify trends, and advise leadership around actionable insights
- Prepare timely/accurate budgets and projections
- Coordinate monthly financial operations with accounting team, including monthly review of financial statements and transfer of funds

- Oversee financial operations including accounts payable/receivable, and ensure accurate record keeping of financial transactions

Qualifications & Experience

- Bachelor's degree or more in Finance, Accounting, or a related field
- 5 years of demonstrated success in a finance or accounting roles
- Strong knowledge of accounting principles, financial analysis, and budgeting
- Demonstrated ability to work independently, prioritize tasks, and meet deadlines in a fast-paced environment
- Proficient in financial management software and tools (e.g., QuickBooks, Excel)

Skills

- Excellent attention to detail and organizational skills
- Strong analytical and problem-solving skills
- Ability to prioritize work effectively
- Ability to quickly learn new systems
- Strong interpersonal and communication skills
- Experience with grant management and compliance is a plus

Application Process

Submit your resume and cover letter to careers@f4gi.org. Qualified applicants will receive an interview and will be asked to complete a short practical exercise. Applications will be reviewed on a rolling basis until the role is filled.

F4GI is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law. We encourage candidates of all backgrounds to apply.