Managing Director of Finance

About KIPP New Orleans Schools:
KIPP New Orleans Schools is a non-profit network of 11 college-preparatory, public charter schools educating 4,800 K-12 students. Since our founding in 2005, we have developed a strong track record of preparing students for success in college and life, and our goal is to help students develop the knowledge, skills, and character strengths needed to pursue a life filled with choices. Through collective hard work and commitment, KIPP students complete college at a rate that is above the national average for all students and four times higher than that of students from similar economic backgrounds.

Our schools are part of the free public school system and enrollment is open to all students. As part of the national Knowledge Is Power Program (KIPP) network of 209 schools in 30 states and the District of Columbia, we are committed to partnering with the community to ensure that all children have the knowledge, skills and character needed to achieve their dreams while making the world a better place. We believe that great teachers and school leaders, a supportive learning environment, and an emphasis on both academics and character are the foundation for student success, and we strive to provide these for every child.

General Position Overview

Reporting to the Chief Operating Officer/Chief Financial Officer, the Managing Director of Finance will implement the infrastructure and systems needed to support strategic initiatives. He or she will be responsible for oversight of both the finance and accounting functions. As a member of the organization's senior management team, the Managing Director of Finance will act as a key liaison to the board of directors' finance committee.

The position requires:

- Demonstrated experience in financial management and accounting
- Experience with audit, legal compliance, and budget development
- Proven effectiveness managing others, empowering them to make decisions
- Solid organizational and time-management skills, including the ability to advance numerous competing priorities
- Strong interpersonal and communication skills, including the ability to coordinate activities across team members at multiple locations
- An ability to cultivate partnerships and build consensus
- Comfort defining and upholding high expectations, including delivering and receiving constructive feedback
- A passion for KNOS's mission of driving extraordinary academic achievement and personal growth that result in students' attainment of a college degree

The Managing Director of Finances' responsibilities include but are not limited to the following.

- Guides financial decisions by establishing, monitoring and enforcing policies and procedures.
- Oversees all fiscal operations including accounts receivable, accounts payable, payroll, billing and collections, purchasing and general accounting, including the maintenance of effective systems of general accounting and billing.
- Assures implementation of internal controls and Generally Accepted Accounting Principles to ensure KNOS achieves a clean financial audit free of any findings annually.
- Serves as the primary liaison to external auditors and maintains responsibility for KNOS's annual engagement in an OMB Circular A-133 single audit and corollary state audits, including preparation of all necessary worksheets and account analyses, as well as related reporting to management, Finance Committee and Board. Participates in development and preparation of final year-end financial statements with external auditor.
- Ensures compliance with federal, state and local legal requirements by researching existing and new legislation, consulting with outside advisors, and filing financial reports. Advises management of actions and potential risks.
- Works to optimize the handling of bank and deposit relationships, including recommending and managing investments, and initiates needed strategies for improvement.
- Stays abreast of trends and regulations to ensure effectiveness and compliance for the finance and information technology functions.
- Aligns financial policies and procedures with company objectives.
- Recommends benchmarks for measuring the financial and operating performance.
- Monitors and analyzes monthly operating results against budget.
- Oversees daily operations of the finance and accounting departments.
- Manages the preparation of financial reports, financial outlooks and financial forecasts.
- Designs, establishes, and maintains an organizational structure to effectively accomplish the department's goals and objectives.

Qualifications and Competencies:

- Master's degree in Finance, Accounting or Business
- Minimum of seven years' work experience in mid- to senior-level finance or accounting position
- CPA preferred
- Minimum of three years leading and developing high-performing teams
- Knowledge of finance, accounting, budgeting, and cost control principles including Generally Accepted Accounting Principles.
- Knowledge of automated financial and accounting reporting systems.
- High proficiency in Microsoft Office Suite applications

Physical Demands:

The physical demands described here are representative of those that must be met by an individual to successfully perform the essential functions of this job. This position is frequently required to sit; stand; walk; hear; talk; use hands and fingers to handle or feel; and reach with hands and arms. This position requires the ability to occasionally lift office products and supplies up to approximately 20 pounds.

Compensation

Salary commensurate with experience. Competitive benefits package including health coverage and retirement.

Brad Rosenblat

[redacted]

EXPERIENCE

KIPP New Orleans Schools — **New Orleans, LA**
Managing Director of Finance — *April 2016 – Present*
Director of Finance — *December 2014 – April 2016*
Finance and Special Project Consultant — *September 2014 – December 2014*

Rosenblat Properties, LLC — **New Orleans, LA**
Director, Acquisitions and Development — *July 2013 – December 2014*

Intrepid Investment Bankers — **Los Angeles, CA**
Associate, Investment Banking — *June 2012 – June 2013*

Bank of America Merrill Lynch — **Los Angeles, CA**
Associate, Investment Banking — *July 2011 – May 2012*
Summer Associate, Investment Banking — *Summer 2010*

PricewaterhouseCoopers — **Washington, DC**
Senior Associate, Financial Audit — *July 2008 – July 2009*
Associate, Financial Audit — *September 2005 – July 2008*

Brockton Rox Professional Baseball — **Brockton, MA**
Professional Baseball — *Summer 2005 & 2006*

EDUCATION

UCLA Anderson School of Management,
M.B.A., Finance & Entrepreneurship Concentration — *June 2011*

The George Washington University
Master of Accounting — *May 2005*
Bachelor of Arts in Accounting — *May 2004*