JOB DESCRIPTION

Finance Director

DETAILS

Location: Tumwater, WA

Status: Full-Time

SUMMARY

Nutritional Therapy Association is seeking a Finance Director to support us as we lead the charge in functional and holistic nutrition by empowering the next wave of nutrition professionals with the education they need to change the world.

Our Finance Director will be responsible for applying accepted accounting principles and procedures to analyze financial information, prepare accurate and timely financial reports and statements and ensure appropriate accounting control procedures.

This position is also responsible for management of financial and administrative services, including annual operating and capital budgeting, cash management, financial reporting, forecasting and modeling, strategic planning for financial health, audit and assisting with compensation and employee health care benefits.

We believe that the future of our society rests on the ability to reverse the damage caused by the modern diet with the power of nutritional therapy, and we are working every day to educate, support, and grow our community of paradigm shifters, impact makers, and real food rebels. If you are interested in working for a company that has a team of hard workers and people who want to change the world, then we are looking for you.

QUALIFICATIONS

* Minimum 5 years’ experience in accounting or finance field.
* Bachelor’s degree required, preferably in accounting or finance. MBA degree and CPA designation preferred
* For profit education experience and familiarity with Title IV preferred
* Demonstrated skills in all accounting and finance functions, including budgeting, forecasts, cash management, AP/AR, financial reporting, expense and transaction reporting, account reconciliation, tax and compliance reporting, vendor management, payroll, etc.
* Ability to develop, implement and enforce internal controls
* Ability to conduct complex business analysis and produce written reports and or presentation with recommendations
* Ability to handle complex and multiple tasks in a professional and efficient manner
* Model professionalism, leadership, creative problem solving, diplomacy, negotiation and sales skills, and the ability to manage complex projects with minimal supervision
* Possesses effective verbal and written communication skills including the ability to develop and distill complex financial, operational, or strategic analysis into easily understandable concepts and actionable recommendations for presentation to all levels of organization, including the governing body
* Possesses the cultural competency to work with diverse employee population in a highly mission-centered organization

BENEFITS

•  Generous financial package including bonuses and training opportunities

•  Comprehensive medical, vision and dental benefits program

•  Company matched IRA

•  Excellent training opportunities that foster career growth

•  Monthly wellness stipend

TO APPLY

Send your Cover Letter and Resume to: Dana Nardi

[dnardi@nutritionaltherapy.com](mailto:dnardi@nutritionaltherapy.com)