



## **Bread for the World Vice President for Finance and Administration**

Bread for the World, a nonprofit organization, is seeking to recruit a Vice President for Finance and Administration

### **Overview**

Bread for the World is a collective Christian voice urging our nation's political leaders to end hunger in our country and worldwide. Over the last decade, Bread for the World played an essential role in doubling U.S. funding for poverty-focused assistance to poor countries. This had a clear impact in Africa, where many countries achieved economic growth, improvements in health and education, and steps toward democracy.

Bread for the World also played a key role in doubling nutrition assistance to poor families in this country. The national nutrition programs have been a lifeline for millions of families, especially during the recession. As hunger increased suddenly in 2008, Bread for the World members sounded the alarm and helped secure additional food assistance both domestically and internationally.

Bread for the World is a 501(c)4 organization that lobbies Congress for hungry people. It does more outright lobbying on poverty issues than any other organization in the country. Its grassroots network is active in every congressional district and mobilizes hundreds of thousands of thoughtful constituent contacts with Congress each year. Bread plays a significant role in U.S. church life, often leading the engagement of diverse religious bodies on public policy issues that are important to poor people. Bread's staff includes strong teams for lobbying and policy analysis, media and communications, grassroots organizing, administration and fundraising, and the enlistment of other organizations in advocacy.

Bread for the World Institute, a 501(c)3 affiliate, does analysis on hunger and how to solve it. It provides education on faith, policies, and advocacy methods throughout Bread's network and beyond.

The Alliance to End Hunger, another 501(c)3 affiliate, reaches out beyond Bread's church network to engage diverse institutions – Jewish and Muslim groups, charities, corporations, universities and others – in building the political will to overcome hunger and poverty. Bread for the World launched the Alliance to help build the broad

movement needed to get the United States to provide the leadership needed to end hunger in our country and around the world. The Alliance now has 75 members.

The strengths of Bread for the World and Bread for the World Institute include:

- A nationwide network of active and knowledgeable members and churches;
- Substantial capacity for lobbying;
- Strong connections to 50 diverse Christian denominations and 4,000 congregations;
- Credibility earned through decades of servant leadership, bipartisanship, accurate analysis, and financial independence from government;
- Leadership on both international and domestic poverty issues; and
- Motivation and moral authority grounded in religious faith.

Over the next several years, Bread for the World intends to focus mainly on three policy-change goals:

- U.S. leadership to reduce hunger and strengthen food security in poor countries: President Barack Obama and Secretary of State Hillary Clinton are mobilizing an international effort to reduce world hunger, mainly by investing in agriculture in poor countries. Bread for the World has been involved in the planning of this effort. It will be grounded in country-level consultations to make it respond to local priorities, engage civil society, and foster coordination among all the actors involved. Bread for the World is pushing for administrative arrangements that will help build a strong U.S. development agency, a focus on child nutrition as a measure of impact, and efforts to strengthen organizations that represent hungry people. The organization will rally public and congressional support and will critically monitor implementation.
- A program to end child hunger in America: President Obama made a campaign promise to end child hunger in America, but has not mentioned it again since his election. The organization will try to get him to recommit his administration to this goal and outline an action plan to achieve it. Strengthening child nutrition programs are important, and Bread for the World will lobby for that. But food assistance by itself is not enough to end child hunger. We also need complementary measures to increase incomes and opportunities for poor people. In the big tax debate of 2010, Bread for the World will campaign for tax credits that put extra cash in the pockets of poor, working families.
- More and better development assistance: Bread for the World will continue to campaign to make U.S. foreign assistance more effective. The organization wants international poverty reduction and development to be a higher priority. We need a strong international development agency, revitalizing USAID and consolidating

some of the aid programs that are now scattered across the government. Bread for the World will also push to reduce earmarks and make U.S. assistance more responsive to local priorities. Finally, the organization will work with coalition partners to continue increases in U.S. funding, aiming to double poverty-focused development assistance.

Bread for the World will also do some work on a wider range of issues including farm and trade policy, climate change, and immigration. Bread for the World and the Institute will educate people about the connections between Jesus and justice, the array of issues that are important to hungry people, and how to be effective advocates. They will analyze the politics of hunger and develop fresh strategies to help end hunger.

### **Vice President for Finance and Administration**

This position is a critical member of the senior management team and is responsible for oversight of the organization's financial, administrative, and human resources operations. Reporting to the President, the Vice President for Finance and Administration insures that the financial, administrative and personnel functions support the mission and objectives of the organization. The position is the primary staff liaison with the Finance Committee of the Board of Directors. The Vice President of Finance and Administration is responsible for supervision of the finance and administrative staff. Responsibilities include developing organizational budgets, overseeing cash management, organizational expenditures, accounting functions, and working with board members to manage the organization's investments.

The broad goals for the Vice President for Finance and Administration are to:

- Work closely with the other members of the executive team to provide coordinated management of Bread for the World and its two affiliates;
- Provide counsel and advise the President in shaping organizational management strategies and plans – assist the President in working with the boards of Bread for the World and Bread for the World Institute to ensure and maintain their effectiveness;
- Provide leadership to help strengthen the organizations' capacity to work well as a team, inspiring innovation, collaboration and collegiality;
- Supervise, coordinate, and facilitate the ongoing work of the Finance and Administration Department, including financial management for the Alliance to End Hunger;

- Provide analysis of financial reports and data to enable the boards and management team to make informed decisions;
- Supervise the administration of salary policy and provide leadership in supporting innovation of human resources, purchasing, accounting, IT, and other organization-wide policies and procedures;
- Design, plan and implement the annual budget process;
- Oversee ongoing efforts to enhance the diversity and cultural competence of Bread's staff;
- Provide assistance to the grants proposal process.

### **Professional Qualifications and Personal Attributes**

The Vice President for Finance and Administration should ideally possess the following professional qualifications and personal attributes:

- A demonstrated senior-level track record of success leading financial and accounting operations, preferably with an understanding of nonprofit accounting practices for 501(c)3 and 501(c)4 organizations;
- Demonstrated success in managing all financial management activities of an organization including implementation of financial information and control systems, general ledger budgeting, cost allocation, etc.;
- Demonstrated experience in management of daily, monthly and annual financial statements and in developing and presenting financial reports on a timely basis to all key senior leadership;
- Demonstrated knowledge of financial control systems including those that directly relate to nonprofit organizations;
- Thorough understanding of human resource programs including health and employee benefits, pension analysis, and professional development/organizational management training programs;
- Experience in oversight of information technology capacity;
- Ability to inspire trust, organize people in teams, and motivate them to work well together, including those that cross racial, ethnic and cultural lines;

- Experience thinking strategically, creatively, and tactically;
- Excellent oral and written communication skills;
- Highest level of personal and professional integrity and quality standards;
- A passionate personal and organizational commitment to the mission of the Bread for the World;
- Bachelor's degree required, CPA strongly preferred.

### **Compensation**

Compensation for the Vice President for Finance and Administration includes a base salary, plus a full package of employee and health benefits.

Interested candidates should send their resume and cover letter to:

Daniel Sherman  
President  
Explore Company  
Email: [resumes@explorecompany.com](mailto:resumes@explorecompany.com)

Bread for the World is an equal opportunity employer. Minority candidates are encouraged to apply.