



JEWISH FAMILY SERVICES

Jewish Family Services is a 114-year-old nonprofit human service agency in Columbus, Ohio, with a long-standing reputation for excellence. We employ 55 full-time staff members and have an annual budget of ~\$4 million dollars. We are primarily funded by government and philanthropic grants. Our mission is to help individuals and families achieve economic self-sufficiency and emotional stability.

Diversity is one of our core values and strengths. While our organization is rooted in a rich history of Jewish values, our staff, board and clients include individuals of all races, ethnicities, and religions and from varied economic circumstances. We were recognized with a [Diversity in Business](#) award for having have one of the most diverse teams in Central Ohio.

We are also known for innovation, receiving an [Inno Biztech Award](#) for technology innovation. And our collaborative, flexible work environment earned us recognition as one of Central Ohio's 2022 [Top Workplaces](#). We mean it when we say, "Family is our middle name."

DIRECTOR OF ACCOUNTING

The Director of Accounting will join our executive leadership team and oversee all financial functions including accounting, billing, reconciling, budget development/tracking and financial operations. The position offers a hybrid schedule, combining both remote and in-office work.

Responsibilities

- Oversee accounts, ledgers, financial software and reporting systems, ensuring policies and procedures comply with GAAP standards and regulations
- Assist in establishing annual operating budget, individual grant budgets and capital improvement budgets
- Analyze financial data to prepare monthly, quarterly, and annual financial reports
- Monitor progress/changes to keep senior leadership abreast of financial status
- Work alongside leadership to analyze and interpret general ledgers for all funds
- Manage office support personnel
- Review audit schedules and annual report of audit findings with external auditors
- Identify and evaluate opportunities for improved financial operations, recordkeeping, and reporting
- Manage operating and fund account budgets and control expenditures
- Ensure the maintenance of financial records and recordkeeping systems, including grant/fund accounting, complies with regulations


Qualifications

- Bachelor's degree in accounting, finance, business administration, or equivalent – CPA preferred but not required
- 5+ years of progressively responsible work experience managing accounting functions in a nonprofit agency or equivalent
- Thorough knowledge of budgeting and accounting practices and procedures of nonprofit organizations
- Demonstrated commitment to diversity, equity, and inclusion
- Strong computer literacy including use of Microsoft Office (Word, Excel, Power Point, Outlook) and QuickBooks or similar accounting software
- Strong written and verbal communication skills, organizational skills, analytical skills, and attention to detail
- Desire to make a difference within our agency and in the Central Ohio community

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Jewish Family Services has a mandatory COVID-19 vaccination policy, available on request.

To apply, please send resume and cover letter by July 18 to hire@jfs-columbus.org, Attn: Karen Mozenter, CEO.



WE BELIEVE
that we should treat ourselves and each other
with dignity and respect.

WE BELIEVE
that all people, no matter how different,
are connected.

WE BELIEVE
that people should feel safe
in their homes and community.

WE BELIEVE
that we have a communal responsibility
to stand up for each other,
especially for those among us who are vulnerable.

WE BELIEVE
that we should speak honestly,
straightforwardly and respectfully.

WE BELIEVE
that we should respect and accept
our neighbors as ourselves.

WE BELIEVE
in being fully engaged and "all in."
