



Emerald Communities is a mission-focused, not-for-profit organization that provides leadership for its affiliate organizations to create and enhance lifestyle opportunities for seniors. We are a 30-year old organization serving seniors in the Pacific Northwest. We operate 527 residential living homes, 76 assisted living suites and apartments, 31 memory care suites, and 91 skilled nursing beds in our two premiere Life Plan Communities, Emerald Heights and Heron's Key.

Over the past decade, Emerald Communities has expanded its Redmond campus and created a new start-up community in Gig Harbor. We have plans to continue expanding our existing communities and pursue other growth opportunities.

We are searching for our Chief Financial Officer (CFO) for our corporate office located in Redmond. The CFO is responsible for the overall strategic and operational aspects of finance, accounting and IT, partnering with the President & CEO, senior management, the board of directors, residents and numerous outside consultants and partners to ensure Emerald Communities & Affiliates establishes and meets its financial and business goals.

Primary Responsibilities:

- Works closely with CEO, board of directors and senior company management to develop company strategies and long term financial goals, plans and projections. Works with outside financial consultants as needed
- Identifies financial issues and agendas for the CEO, Finance Committee and the Board of Directors
- Develops annual operating and capital expenditure budgets
- Communicates the financial position and results of the company to management, board, investors, residents and outside entities
- Oversees the accounting, financial planning and IT functions for the organizations with total staff of 13
- Develops and executes financial analysis of various business initiatives, programs and activities
- Works with CEO and the parent corporation board to analyze new business and investment opportunities and supports the development of the selected investments
- Identifies and analyzes financing alternatives for the organization and works with the investment banking advisor and lenders to implement appropriate and effective debt structures and borrowing arrangements
- Identifies and implements with the investment advisor and Board Finance Committee appropriate investment portfolio policies and actions
- Analyzes actuarial models for appropriate pricing and reserve decisions
- Identifies insurance needs and implements effective and appropriate coverage
- Reviews contracts and serves as a liaison to outside legal firm for various needs

- Ex-Officio member of the board Finance Committee, Executive Committee and participant in parent and subsidiary board meetings

Required Knowledge, Skills and Experience:

- Bachelor's degree in business administration, finance, accounting or related area
- Minimum 10 years' experience in senior financial management, preferably with experience at the CFO level
- CPA and/or MBA desirable

We desire a CFO that has excellent knowledge of accounting and financial planning concepts and practices. In addition, CFO candidates should have the ability to convey complex financial issues to management, board members, investors and residents. Having good judgment and handling sensitive information while maintaining confidentiality is a must.

We offer a competitive salary and a comprehensive benefit package.

If you are interested in joining our growth and mission-driven team, we want to hear from you!

Please email or mail resume and cover letter to:

Ashley Horsefield: Corporate Recruiter
Emerald Communities
10901-176th Circle NE
Redmond, WA 98052
Ashleyh@emeraldcommunities.com

This role will be required to provide proof of COVID-19 vaccination as a condition of employment

Emerald Communities is an Equal Opportunity Employer