

Community Development Financial Controller

Job Title: Community Development Finance Controller

Location: Atlanta, GA Metro Area

Reports To: Chief Financial Officer (CFO)

The **Community Development Financial Controller** is responsible for overseeing the financial operations, compliance, and reporting functions of Community Housing Capital (CHC), (www.communityhousingcapital.org) a certified CDFI focused on Affordable Housing. This role ensures fiscal integrity, sound financial management, and strategic planning to support community-based initiatives, especially affordable housing, which is CHC's core mission.

Key Responsibilities:

Financial Management:

1. Oversee all accounting functions, including budgeting, forecasting, and financial analysis.
2. Prepare accurate financial statements, reports, and disclosures in compliance with GAAP, FASB, and other relevant standards.
3. Manage cash flow, accounts payable/receivable, and general ledger functions.
4. Ensure proper internal controls and financial procedures are in place and followed.
5. Work with the CFO for any ad hoc requirement

Compliance & Risk Management:

1. Ensure compliance with federal, state, and local financial regulations, as well as nonprofit and community development finance standards.
2. Oversee audits and tax filings, including coordination with external auditors and internal auditors.
3. Develop and implement risk management strategies to safeguard organizational assets.
4. Work with Credit Agencies for annual surveillance of ratings for CHC

Reporting:

1. Ensure compliance with any metrics or covenants associated with grants, borrowing or other financing.
2. Prepare quarterly reports for all lenders and for any ad hoc submission requested
3. Monitor and complete all reporting requirements to The CDFI Fund on AMIS related to grants
4. Work with the CFO on finalizing CHC's financials quarterly to the Board of Directors.
5. Work with CLA to understand and where possible assist in reporting requirements for grants restricted for lending and develop working knowledge of CHC's Salesforce developed applications
6. Work with CCO and CPRO to gain understanding of the portfolio reporting for various stakeholders

Strategic Planning & Leadership:

1. Support leadership in financial planning, capital structuring, and investment decisions.
 2. Lead and mentor finance team members, fostering a culture of accountability and efficiency.
 3. Maintain good relationship with Capital and grant providers
 4. Work with the CEO and CFO in writing grant applications and providing required data
 5. Analyze various data files (for example pipeline from CHC Borrowers, Affordable Housing Data) to present SLT findings and conclusions. Work with Impact Manager on data requirement for annual reports and newsletters
 6. Work with Senior Leadership in development and implementation of CHC strategic plan and where necessary providing financial data
7. Attend or present at conferences recommended by the CFO/CEO

Position Requirements:

1. At least 5+ years of commercial banking, accounting, or finance experience, preferably within a CDFI, bank, commercial real estate or other financial institution. Experience working with government funding programs, such as HUD, New Markets Tax Credits (NMTC), or Low-Income Housing Tax Credits (LIHTC) a plus. Strong quantitative skills, proficient in MS office suite and good working knowledge of Salesforce
2. Extensive understanding of financial best practices, including policies, procedures, and controls.
3. Strong interpersonal skills, including verbal and written communication
4. Able to communicate effectively with the leadership of organizations and colleagues
5. A self-starter and able to work independently preferred
6. Commitment to impactful work

Compensation & Benefits:

- Competitive salary based on experience.
- Benefits include health insurance, retirement plan, paid time off, and professional development opportunities.

How to Apply:

Interested candidates should submit a resume and cover letter at the following link on LinkedIn <https://www.linkedin.com/jobs/view/4178041771>