



Position Profile

Wesley Housing
Chief Financial Officer



PRESENTED BY: **TALENT** PARTNERS

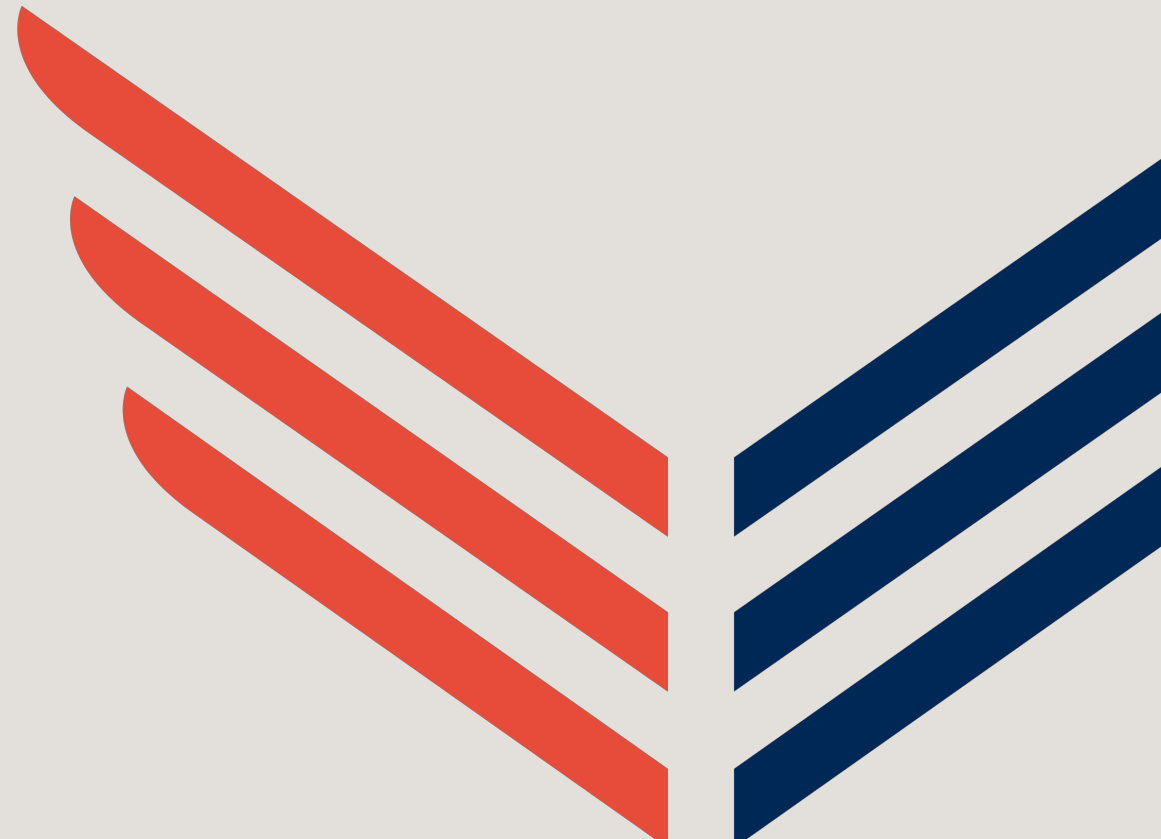


Table of Contents



3	The Organization
4	Who We Are
5	What We Do
6	Impact Highlights
7	About Alexandria, Virginia
8	The Candidate Profile
9	Position Description
10	Position Summary
11	Required Knowledge, Skills & Abilities
12	Other Desired Skills & Abilities
13	Essential Duties & Responsibilities
14	Measures of First Year Success
15	Workplace Culture, Education & Compensation
17	Education Requirements
18	Compensation
19	Client Search Committee, BroadView Talent Engagement Team and Contact

The Organization





Who We Are

Wesley Housing is a nonprofit community housing developer whose mission is to develop, own, operate, preserve, and maintain affordable housing and sustain quality communities for low- and moderate-income families and individuals across the Washington, D.C. region.

Wesley Housing's headquarters are in Alexandria, VA (Fairfax County), and our apartment communities are located throughout the Washington, D.C. metro region.

Wesley Housing will not discriminate against any applicant or employee in recruitment, appointment, or service because of race, color, national origin, sex, age, religion, disability, marital status, veteran status, or any other characteristic or status protected by applicable federal, state, or local laws

What We Do

Wesley Housing provides safe, quality and affordable housing to residents across the Washington DC metropolitan area. The heart and soul of our mission lies in our commitment to combine affordable housing with family programs and supportive services to foster positive development and self-sufficiency for all adults, children, and families.

Named one of the top 50 affordable housing developers in the country, we're committed to cultivating supportive communities where families can build up their lives.



Wesley Housing Impact



Communities in Northern
Virginia and Washington, D.C.



Community Resource Centers
5 on-site Supportive Services
Centers for older adults and
individuals with disabilities



3,000+
Total owned housing units



4,700+
Residents

According to a 2024 SatisFacts resident satisfaction survey, our communities received an average annual score of 4.12 "superior" rating ("exceptional" is the best 4.5-5.0). Ninety-one percent (91%) of residents said they would recommend their community to a friend and 81% of residents said they'd "very likely renew" their Wesley Housing property lease.

In 2022, Wesley Housing was named "Nonprofit Developer of the Year" by the Housing Association of Nonprofit Developers (HAND) for the third time (previously in 2017 and 2006). Further, Affordable Housing Finance magazine named Wesley Housing in its "Top 50 Affordable Housing Developers of 2020" and was one of only nine nonprofits nationwide to make the list.

About Alexandria, Virginia



Wesley Housing's offices are located in Fairfax County, Virginia, in the vibrant and historic city of Alexandria. Situated near the Huntington Metro station, our offices offer seamless access to public transportation, making Washington, D.C., and surrounding areas convenient. Just 10 minutes away, the Alexandria waterfront and Old Town provide a charming atmosphere with cobblestone streets, preserved 18th- and 19th-century architecture, and a variety of shops and restaurants. Additionally, the nearby Eisenhower Corridor is a growing commercial hub with a dynamic mix of businesses and residential developments. Alexandria's prime location, diverse economy—including federal agencies, nonprofits, and private sector companies—and rich history make it an attractive and engaging place to live and work.



Source: Forbes



Source: Trip Savvy



Source: Virginia Tourism



The Candidate Profile



Position Description



Title: Chief Financial Officer



Organization: Wesley Housing



Reports to: Chief Executive Officer



Direct Reports: Controller



Employee Count: 103



Location: Alexandria, Virginia



Website: wesleyhousing.org





Position Summary

The Chief Financial Officer (CFO) is responsible for planning, implementation, and managing all finance related activities in support of the Wesley Housing mission. The CFO is responsible for supporting the financial health of the organization. The CFO provides guidance for all financial decisions as they relate to Wesley Housing.

Required Knowledge, Skills & Abilities (“Must-Haves”)

- Strong Public Accounting Foundation, CPA preferred with 7–10+ years in public accounting. Deep understanding of GAAP, audit, tax compliance, and financial reporting for complex entities
- Affordable Housing & Real Estate Finance Expertise. Extensive experience with LIHTC and HUD financing programs as well as multifaceted capital stacks. Skilled in permanent loan conversions, equity installments, and lender/investor compliance
- Hands-On, Operational Financial Leadership. Willing to engage in the details (e.g., journal entries, audit prep, systems cleanup). Able to stabilize accounting operations and implement sustainable systems across entities
- Strategic Team Builder & Assessor. Proven ability to assess, restructure, and lead finance teams. Capable of managing staff transitions and addressing underperformance with sound judgment
- Portfolio-Driven Financial Strategist. Focused on property-level performance and long-term financial sustainability. Brings strategic foresight to refinancing, repositioning, and navigating development risks
- Collaborative, Culturally Aligned Communicator works well with cross-functional teams (Real Estate, Asset Management, HR, Ops). Politically savvy, respectful, and capable of managing board relations and internal trust

Other Desired Skills & Abilities

- Exceptional attention to detail, with a track record of producing accurate and high-quality financial reports and analyses
- Deep knowledge of Generally Accepted Accounting Principles (GAAP) and their application in complex nonprofit and real estate environments
- Demonstrates strong analytical skills, audit readiness, and a disciplined approach to financial oversight
- Proven ability to develop and implement accounting policies and procedures that enhance internal controls, efficiency, and compliance
- Outstanding communication skills, both verbal and written, with the ability to convey complex financial information to diverse stakeholders, including boards, internal and external partners
- Advanced proficiency in Microsoft Office, particularly Excel, with experience building dynamic financial models, forecasts, and dashboards
- Experience with multiple accounting systems (e.g., RealPage), and a demonstrated ability to adapt to and implement new platforms and technologies to streamline financial operations
- Strong organizational and leadership skills, with experience managing a variety of accounting and administrative teams, setting priorities, and driving performance across functions
- Familiarity with complex financing structures, including conventional debt, tax-exempt bonds, Low-Income Housing Tax Credits (LIHTC), RAD, PRAC, soft-pay notes, and entity consolidations

Essential Duties & Responsibilities

- Develop and implement financial management strategies to ensure financial health of WH and its subsidiaries
- Provide key support to the President/CEO for enhancing strategic operations
- Supervise, manage, and direct a team of one or more employees
- Manage and monitor performance of Wesley Housing's accounting and finance staff
- Assist in evaluating the performance of properties
- Establish, implement, and monitor financial policies and procedures to protect WH assets
- Manage third-party banking and investor relationships
- Ensure all deadlines and financial reporting requirements for both corporate and any subsidiary entities are met timely
- Manage the preparation of financial reports, business plans, budgets, forecasts, and cash flow projections
- Manage the audit process and tax return preparation by outside accountants
- Review all work product for accuracy and proper presentation
- Oversee the financial due diligence of potential acquisitions and redevelopments
- Assist with the preparation of budgets and review of monthly operating statements
- Train, guide, and develop successor

Measures of First Year Success



Build Trust and Strategic Influence

- Earn the confidence of the CEO, board, and external stakeholders through transparency and credibility
- Support post-merger integration and contribute to strategic decision-making, helping shift the organization from reactive to proactive financial planning



Stabilize and Strengthen the Finance Function

- Continue to practice audit readiness, compliance, and timely reporting
- Adhere to existing systems and models or implement systems to support accurate forecasting, cash management, and internal controls
- Address infrastructure gaps, if deemed necessary



Mentor Team

- Create and implement succession plans to ensure leadership continuity and a robust talent pipeline
- Mentor and support high-potential staff through structured development programs, fostering technical expertise and leadership skills to drive future growth



Develop and Execute a Cohesive Financial Strategy

- Continue on the existing practice of delivering a multi-year financial plan focused on sustainability and performance
- Drive refinancing of underperforming assets, manage lines of credit, and align financial strategy with real estate and asset management needs

Workplace Culture,
Education &
Compensation



Workplace Culture

We strive to lift and celebrate the value of diversity within our workplace and communities. We accomplish this by proactively speaking out and undertaking bold practices that build a culture of diversity, equity, and inclusion. Our goal is to ensure every person has access to the resources they need to thrive and feel a sense of belonging.



Education Requirements



Bachelor's degree in Finance or
Accounting required

Graduate degree preferred

CPA certification required

Compensation

Wesley Housing offers a generous benefits package to full-time employees that includes a competitive salary, health insurance, disability insurance, paid time off, flexible work schedule, opportunities for training, and a retirement plan with a company match.



Client Search
Committee &
BroadView Talent
Engagement Team



Search Committee



Kamilah McAfee
President/CEO



Michael Cranna
Treasurer



Christopher Cherry
Chief Financial
Officer



Mati Jones
Vice President of
Human Resources

BroadView Talent Partners Team



Tracy McMillan
CEO & Managing Partner
mobile 484.994.9270
tracymac@broadviewtalent.com



Robyn Quinn
**Vice President,
Senior Research Associate**
mobile 610.304.3853
robyn@broadviewtalent.com



Donna Young
Operations Director
mobile 917.273.4755
donna@broadviewtalent.com



Elizabeth Keyser
Associate
mobile 203.349.0069
elizabeth@broadviewtalent.com

**How to
Apply:**

Interested and Qualified candidates should contact
Tracy McMillan at tracymac@broadviewtalent.com

Contact

OFFICE HOURS

Monday – Friday
07:00 AM – 7:00 PM ET

OUR ADDRESSES

500 Post Road East, 2nd Floor
Westport, CT 06880

175 S. Third Street, Suite 200
Columbus, OH 43215

GET IN TOUCH

Connecticut Office: (203) 651-8300
Ohio Office: (614) 484-9056

FOLLOW US

www.broadviewtalent.com
info@broadviewtalent.com

About BroadView Talent Partners

Founded in 2015, BroadView Talent Partners is a national executive search firm dedicated to placing exceptionally talented leadership across nonprofit and for-profit sectors. We are committed to delivering clients a diverse pool of candidates, each of whom is well positioned to make a significant, positive and lasting impact on their organizations.

