



**Position Posting:** Director of Finance

**Location:** Villa Park Illinois Office, Remote Possible

**Type of Role:** Full time; Salaried

**Date:** February 2023

**What are you looking for?** Are you a believer in the Lord Jesus Christ who is in fellowship with a bible-believing church that wants to make a difference through involvement in the global advance of Christ's Kingdom? If you are looking for meaningful work with long-reaching global impact within an organizational culture that values each and every team member, this may be the role for you!

**About TEAM:** TEAM - The Evangelical Alliance Mission is a global Christian ministry organization founded in 1890 that partners with churches to equip and send global workers who make disciples of Jesus Christ among the nations. TEAM is both an equal opportunity employer and a faith-based religious organization. For this reason, TEAM hires only candidate who wholeheartedly and without reservation agree with and live according to [TEAM's Statement of Faith](#). TEAM staff thoroughly embrace the [purpose, vision, beliefs, and values of TEAM](#).

**About the Role:** TEAM's Director of Finance needs to be an experienced lead person for the Finance Department and the financial function of an international mission organization. She/he needs to have a high level of accounting expertise and be a proactive strategic thinker who instigates and encourages innovation. Excellent and engaging communication skills (orally and written) are needed to enable this person to communicate about finances to both the financial expert and those who are less experienced. She/He must excel at analysis of financial activity, developing people, planning and executing projects, delegating work and consistently achieving desired outcomes.

**Key Responsibilities include but are not limited to:**

- Manage TEAM's accounting processes and finances, causing all accounting functions to be completed in a timely, accurate manner that complies with all applicable regulations and laws
- Bring fresh ideas to TEAM's accounting and finance practices to help TEAM be able to make the changes and adjustments needed to be effective and efficient in the area of finances. This will require careful analysis of current financial activity and ongoing learning from peer organizations and the marketplace
- Promote friendliness, innovation and skill development among the staff of TEAM's finance department to serve other members of TEAM and assist in expansion and globalization of ministry efforts
- Oversee TEAM's financial operations, ensuring that these functions are performed effectively, efficiently and on time. Functions including but are not limited to: accounting & financial reporting, temporarily restricted finances, banking & cash management, accounting operations, accounting information systems, annual audit, assisting with general fund budgeting, and overseeing Global Worker budgeting
- Provide guidance and support to ensure Finance Department services are meeting Global Worker needs and concerns
- Communicate with consolidating entities on a routine basis. Provide consistent communication with TEAM Canada related to shared services

**Qualifications of the Role:**

- Education and Work Experience Requirements
  - Accounting degree or CPA required, MBA beneficial
  - Minimum of 6 years of accounting experience including knowledge and application of the latest GAAP requirements
  - Minimum of two years of successful experience managing accounting staff; Able to delegate & hold others accountable, mentor team members, and track development
  - Non-profit experience preferred
- Additional Skills and Qualifications
  - A growing disciple of Jesus Christ, characterized by spiritual and emotional maturity
  - Active in a Bible-believing church and motivated by a desire to make a difference by serving as part of a team committed to world missions
  - Possess excellent time management, organization, and communication; able to manage multiple projects simultaneously
  - Highly proficient in the use of Excel, Word, and accounting software applications
  - A “big picture” thinker who is able to work consistently at strategic levels and incorporate a superior knowledge of finance, accounting and related fields of expertise
  - Have the highest level of integrity and maintain the confidentiality of personal and other sensitive information
  - Have a sense of humor and be friendly; interpersonal skills are important
  - Able to adapt to changing situations, be an avid ongoing learner
  - A self-starter, able to take initiative and accomplish results; Must complete projects with minimal supervision
  - Have superb skills in using modern accounting and reporting tools (computer and internet)

**Disclaimer:** The information in this job description indicates the general nature and level of work to be performed. This job description is not designed to contain or be interpreted as totally comprehensive of every job duty, responsibility, or qualification required by an employee assigned to this job. While employed in this position, an employee may be required to perform other assignments not listed in the job description.

Employment applications are available online at: <https://team.org/about-us/staff-opportunities>. Inquiries may be made to:

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