Bezos Earth Fund

Director of Finance & Accounting/Controller

Position Description & Candidate Profile
Director of Finance & Accounting/Controller

Location
Washington, DC (strongly preferred)

Our Client
The price we have paid for progress has been too high. Climate change poses an existential threat to humanity, and the destruction of nature is undermining the ecosystems upon which we depend. But we can solve these problems. People everywhere can enjoy the benefits of modern life while addressing climate change and regenerating nature.

It will not be easy. Incremental change won’t deliver the future we need. Changes across entire systems will be required—driven by new technologies, different policies, changed corporate behavior, energetic citizen action, new coalitions, and new ways of thinking about the future. As experts, including the International Energy Agency, have concluded, the economy in 2030 will need to be quite different from what it is today, and 2040 must be more dramatically different still. We will need bold actions from companies, governments, civil society, financial institutions, philanthropy, scientists, and citizens everywhere. And poor and marginalized communities, those most severely affected by climate change and loss of nature, must be a central focus as we strive for solutions. Their voices, ideas, and leadership—and ultimately their wellbeing—are crucial to success.

The latest science suggests that the world must halve greenhouse gas emissions (GHGs) by 2030, halve them again by 2040, and yet again by 2050 to drive GHGs to net-zero by midcentury. At the same time, we must protect and restore the natural systems that draw carbon from the atmosphere, supply our food and other ecosystem services, and provide resiliency in the face of climate change. This will require fundamental transformation of almost every sector of the global economy including power, industry, transport, buildings, food and agriculture, forest, land and ocean management, and the financial sector. These transformations must be accomplished in ways that improve people’s lives, with particular attention paid to disadvantaged communities and populations around the world.

The Bezos Earth Fund was established to help drive these needed changes. Founded in 2020 by Jeff Bezos with a $10 billion philanthropic commitment, the largest philanthropic commitment ever made to fight climate change and protect
nature, the Earth Fund is now building its team, strategy, and portfolio of philanthropic work. The Earth Fund will deploy the full $10 billion by the end of this critical decade and aims to have the greatest impact possible with its resources.

The Earth Fund will draw upon the best available scientific information and assessments of political, economic, social, and technological factors to identify barriers and opportunities for the Fund’s support to have maximum impact. In some cases, the highest impact will be in basic or applied technical research; in others, it will be in supporting on-the-ground action, policy change, coalition building, and advocacy. In all cases, the Fund will seek to focus on the markets, geographies, leaders, decision venues, and stakeholders that offer the most leverage for change, and combine strong intellectual capital with equally compelling community capital to reflect a commitment to equity across races, genders, and geographies.

**Position Responsibilities**

Reporting to the Chief Finance & Operating Officer (CFOO), the Director of Finance & Accounting/Controller position serves as an expert advisor to senior leadership providing guidance that will significantly advance compliance and financial stewardship. This role provides critical leadership ensuring both forward-looking financial planning and the daily management of accounting and finance functions in alignment with the Earth Fund’s mission, goals and budget.

The Director of Finance & Accounting/Controller will manage financial accounting and reporting, implement and manage financial systems, internal controls, tax compliance and financial compliance with an emphasis on continuous improvement in the quality and effectiveness of related processes and systems. Given the start-up mode of the organization, this is a hands-on position that requires an entrepreneurial mindset and the ability to think creatively, management skills, as well as experience with day to day operational execution.

More specifically, the Director of Finance and Accounting/Controller will:

**Planning & Budgeting**

- Partner with CFOO to design, develop and implement financial strategies, systems, policies and procedures to ensure financial control and compliance requirements, as well as successful engagement of the strategic goals of the organization
- Lead development of multi-year and annual budgeting process working with all departments to develop departmental budgets, expenditure projections, and create cash flow projections
• Analyze and prepare data for annual budget and budget-to-actual expense comparisons on a regular basis for review by leadership
• Evaluate cash flow needs for grantmaking and operating needs; create financial models and design solutions for robust and responsible financial goals and projections

Accounting and Finance
• Establish and monitor the implementation and maintenance of accounting controls and procedures; ensure financial records are maintained in compliance with accepted policies and procedures and all financial reporting deadlines are met
• Direct and manage accounting operations/activities, ensuring that the financial system is accurate, efficient, and in accordance with professional accounting practices and governmental regulations
• Ensure the accuracy and integrity of financial statements by providing leadership on internal control matters and directing efforts to maintain appropriate internal control standards
• Partner with CFOO to evaluate and implement ERP strategy
• Support the treasury functions, including banking, cash management and forecasting
• Prepare accurate and timely financial reports, dashboard of key metrics and cash flow analysis/projection

Compliance
• Ensure that appropriate internal controls and procedures are in place, are being followed and comply with generally accepted accounting principles
• Prepare annual financial statements in compliance with generally accepted financial principles and coordination of annual independent financial statement audit
• Lead and coordinate annual audit process and submission of all tax returns and regulatory filing
• Support the development, implementation and monitoring of the organization’s Enterprise Risk Management (ERM) framework and systems

Leadership/ Management
• Develop excellent working relationships with internal and external stakeholders
• Think creatively about future organizational needs
• Collaborate with CFOO to lead and execute special projects based on organizational needs
• Build and manage a top-tier finance team
• Actively train, mentor and work closely with team members
• Establish and implement goals for the team that align with organization’s mission
• Promote positive workplace culture of collaboration, innovation, and respect

Profile of the Successful Candidate
The Earth Fund is a new entity with lofty goals, and this opportunity represents a unique way to align one’s professional skills with one’s values and personal mission. The successful candidate will possess a strong understanding of financial management, accounting and budgeting. They will be able to work closely with the CFOO and leadership team to develop a high-functioning finance team that runs an efficient, effective accounting, budgeting and reporting operation; in equal measure, the Controller will lead a team that provides the Earth Fund with outstanding service and enables the rapid growth of the organization.

More specifically, the Earth Fund seeks a professional who has:

• Bachelor’s degree in related field (e.g., accounting, finance or business), MBA or relevant advanced degree preferred
• 8-10 years of managerial experience at both the strategic and tactical level in financial management
• CPA designation (preferred)
• Experience working in philanthropy and/or nonprofits (preferred)
• Passion for the Earth Fund’s mission
• Strategic thinker with an entrepreneurial spirit
• Proactive, creative, flexible mindset with the ability to quickly adapt to the evolving needs of a growing organization
• Exceptional analytical, and critical thinking skills, as well as outstanding problem-solving abilities
• Well-rounded accounting experience, including experience with ERP systems, management of reporting, budget development and analysis
• Flexible and independent, able to think outside the box and make decisions in a dynamic environment
• Strong integrity, work ethic, as well as a commitment to professional excellence, fiduciary duty and discretion
• Excellent interpersonal communication and experience in collaborating with a wide variety of internal and external stakeholders
• Communicative, collaborative and inclusive approach with strong listening skills
• Commitment to a diverse, equitable and inclusive workplace: building and managing a nimble, collegial, and collaborative team
• Eligibility to work in the United States
• International experience is a plus

Start Timeframe
We seek to have someone in place by March 2022.

Compensation
This position offers a competitive salary and includes a comprehensive benefits package. We actively welcome all candidates from a wide range of backgrounds who have the skills to fulfill this role – regardless of compensation history.

To Apply
All applications are held in strict confidence. Please submit your credentials and a letter of interest through our private applicant portal to The 360 Group at:

https://the360group.us/portal/

Applications should be directed to the attention of Maureen Capitolo, Principal. Applications will be reviewed on a rolling basis. Earlier applicants may receive priority consideration. To be considered, The 360 Group encourages all interested candidates to submit their applications promptly, via the confidential applicant portal linked above.

At The 360 Group, we know that a richly diverse mix of professionals makes organizations more effective. Using that principle as our “North Star,” we make diversity a hallmark of our firm, and all of our search engagements.

Learn more about The 360 Group at the360group.us.