



THE 360 GROUP
— EXPECT THE UNEXPECTED —

Bezos Earth Fund

VP, Finance & Administration/CFO

Position Description & Candidate Profile

VP, Finance & Administration/CFO

Location

Washington, DC

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

Working closely with the President and CEO and Vice President of Strategy and Programs, and serving as an integral member of the senior management team, the VP, Finance & Administration/CFO will contribute creative, dynamic, and forward-thinking financial strategy to promote the fulfillment of the Earth Fund's vision and mission. The CFO will be responsible for developing, planning, managing and controlling all financial-related activities of the Bezos Earth Fund. The CFO will also be charged with developing and implementing systems to ensure Earth Fund operations are efficient and effective. The CFO will develop and manage budgets, accounting processes, and financial controls; monitor and set finance- and compliance-oriented policies; oversee audits and tax filings; and develop and oversee processes for executing grants and contracts in keeping with the Earth Fund's international scope of operation.

The Earth Fund is relatively new and will look to the CFO to build out a right-sized finance and grants team to ensure robust financial management and timely processing of grants, contracts, and payments. Ideally, the CFO will have the experience and capabilities needed to hire and oversee a small IT and business systems team. As a senior executive, the CFO will contribute to strategic leadership of the organization. The CFO will work closely with the President and CEO and the Vice President for Strategy and Planning and provide them with decision support and advice. The CFO will communicate potential legal and financial risks to Earth Fund leadership in a timely manner and will ensure the Earth Fund's financial activities are well aligned with the organizations mission and values.

More specifically, the VP, Finance & Administration/CFO will be responsible for:

Executive Leadership

- Serving as a member of the senior management team responsible for organizational policy development and planning
- Supporting strategic planning and implementation efforts, ensuring that all Earth Fund initiatives make keen economic sense and are consistent with the Fund's financial strategy
- Leading data analysis and information sharing throughout the organization to aid in decision-making and strategic direction, including supporting long-range planning with financial and economic insights
- Working across the organization, including with the senior management team, to develop the Earth Fund's annual operating budget
- Participating with the head of human resources in development and oversight of staffing, compensation, and the Earth Fund's fringe benefit programs
- Providing mentorship and leadership for the professional growth of the finance team
- Remaining current and knowledgeable about legal, accounting, tax, and public policy matters related to philanthropy

Finance and Accounting

- Leading development of operational policies and practices for the Earth Fund's finance and accounting team
- Managing costs, making sure expenditures are consistent with the organization's budget, goals, and mission
- Overseeing all aspects of accounting, financial, and operations management, including such departmental activities as:
 - Management of cash and short-term investments
 - Development and monitoring of internal control procedures
 - Reconciliation and proper recording of all investment and cash accounts
 - Preparation of financial reports and analysis as required by the board and staff
 - Payroll preparation and reporting (working closely with the Human Resources team)

Compliance

- Ensuring compliance with all state and federal reporting requirements
- Preparation of annual financial statements in compliance with generally accepted financial principles and coordination of annual independent financial statement audit

Profile of the Successful Candidate

The Earth Fund seeks an individual who has leadership experience building the financial function within a global company or organization. The successful candidate will possess business astuteness, be results oriented, have demonstrated analytical and forecasting skills, and good judgement. This person will be able to establish strong working relationships with colleagues, peers, subordinates, and staff outside hierarchical structure. Key competencies include the ability to identify needed information, be forward thinking and flexible, work in start-up mode and take on any task to build the team and systems the Earth Fund needs, and be committed to the Earth Fund's mission and values. A collaborative, low-ego working style and the ability to achieve goals using influence and negotiation skills will also be important.

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

- A Business or Accounting bachelor degree; master's in business administration strongly preferred
- CPA and or CMA strongly preferred
- Minimum 10 years of experience in a senior management role, ideally with both external audit and in-house financial management experience gained in a high-growth organization
- Working knowledge of nonprofit finance and accounting regulations and reporting requirements; for-profit experience would be a plus
- Proven track record of success facilitating progressive organizational change and development within a growing international organization
- Excellent judgment and creative problem-solving skills, including negotiation and conflict resolution skills in a multi-cultural environment
- Strong mentoring, coaching experience to a team with diverse levels of expertise
- Entrepreneurial team player who can multitask
- Superior management skills; ability to influence and engage direct and indirect reports and peers
- Self-reliant, good problem solver, results oriented
- Energetic, flexible, collaborative, and proactive; a team leader who can positively and productively impact both strategic and tactical finance and operational/administrative initiatives
- Exceptional written, oral, interpersonal, and presentation skills and the ability to effectively interface with outsiders such as bankers as well as senior management, the board of directors, and staff
- Ability to operate as an effective tactical as well as strategic thinker

- Passion for the Earth Fund’s mission
- Ability to make decisions in a dynamic environment, with an appreciation for how future needs may affect those decisions
- Willingness to iterate a strategy and approach, with the ability to recognize the need to course-correct as necessary
- Ability to work effectively and flexibly with a broad range of diverse groups, excellent listening skills, balanced, reasoned problem-solving approaches, and openness to differing viewpoints
- Experience in collaborating with a wide variety of professionals, both inside and outside the Earth Fund
- Exceptional interpersonal and management skills
- Eligibility to work in the United States

Start Timeframe

We seek to have someone in place by Fall 2021.

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 Vincent Robinson, Managing Partner or 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.