San Francisco Housing Accelerator Fund
Position: Chief Financial Officer

Background
The San Francisco Housing Accelerator Fund (SFHAF) is an innovative nonprofit lender and Community Development Financial Institution (CDFI) that leverages public, private, and philanthropic capital to help the city of San Francisco prevent displacement of low-income and working families and accelerates the production of new affordable housing projects. SFHAF is a public-private partnership and was established in 2017 by the San Francisco Mayor’s Office of Housing and Community Development in collaboration with private funders (led by Citibank, Dignity Health, and The San Francisco Foundation) and community-based developers.

SFHAF has raised over $250 million in capital and committed over $120M to help nonprofits acquire buildings and convert them to permanently affordable housing in San Francisco. SFHAF also manages a philanthropic fund, the Homes for the Homeless Fund, on behalf of Tipping Point Community to fund a prototype of more cost-effective supportive housing for chronically homeless individuals.

The Role
The Chief Financial Officer will be a trusted partner in driving the organization’s growth by building operational infrastructure that supports both our core lending operations as well as our Homes for the Homeless subsidiary. The ideal candidate is an entrepreneurial professional who has deep experience with non-profit finance, financial institutions and lending. The role would report to SFHAF’s Chief Executive Officer and would work closely with the Chief Lending Officer, the Senior Vice President of Lending & Capital, and a Senior Loan Analyst as well as SFHAF’s third-party financial advisors and accounting team.

Key Responsibilities Include:

- Proactively provide leadership and guidance to the organization; specifically, provide expertise on all financial matters, voicing financial and regulatory implications of pending decisions
- Manage third party accounting team; Review, manage existing and establish new internal systems and controls, operations, processes and financial procedures as the organization evolves to ensure the integrity of the financial information and reporting
- Oversee annual external audits of all legal entities, including A-133 audit, and ensure compliance with regulatory and tax filings, including 990
- Provide accurate and timely information on the organizations financial status to the Team, the Finance Committee and the Board
- Lead annual and mid-year financial planning process, including the development of forecasts, financial analysis and reporting designed to provide insight into the organization’s operations and plans.
- Evaluate and manage company special projects, programs, capital expenditures, products costing, etc. when necessary
- Ensure the effective financial integration of new revenue generating initiatives into existing activities and organizational structure
• Treasury functions including cash management and investment management; Forecast and manage cash flow to ensure that cash on hand is adequate to meet obligations and future needs
• Oversee the financial obligations, expectations and reporting of all programmatic and/or restricted funding
• Partner with pro bono counsel and others on Risk Management and compliance issues related to SFHAF; Review and ensure the maintenance of adequate and appropriate general insurance coverage
• Work collaboratively with the team on the evolution of Human Resource policies and practices appropriate to the growth and needs of the organization
• Oversee and support contract management and administration
• Oversee and manage day-to-day operations including facilities and IT
• Oversee vendor relationships for payroll, facilities and IT

Other Desired Experience & Qualifications:
• At least 5 years experience as a CFO or equivalent, preferably in an entrepreneurial organization
• BS/BA in accounting, finance, or related degree required. CPA or Master’s degree preferred
• Knowledge of nonprofit accounting, including restricted and non-restricted fund reporting and financial statement preparation
• CFO candidates from the for-profit sector will ideally have banking/lending industry experience. Candidates from the nonprofit or public sectors will ideally have Community Development Financial Institution (CDFI) experience or other affordable housing/community lending institution experience
• Effective communicator at all levels in the organization, with strong oral and written skills and a willingness to share information. Strong team player
• Familiarity with CDFIs, funding programs for affordable housing, and public-private partnerships

Other things to know:
• We value our staff and, as such, salary is competitive based on experience with comprehensive health benefits.
• We are a small team of 7 and our organization has grown quickly. Our team culture is creative, fast-moving, and nimble to continue driving growth and deepening impact.
• We are an Equal Opportunity Employer. We work to restore and protect the diversity of San Francisco, and prioritize that same commitment to diversity as we build out our team. We enthusiastically encourage applications from people with innate understandings of communities at risk in San Francisco.

To Apply: Please send your resume, Linkedin profile, and a brief email note detailing your relevant experience and interest in the role to Becca Hutman (bhutman@sfhaf.org). Applications will be considered on a rolling basis.