



Building brains through early talk

Vice President of Finance

LENA is a game changer in early childhood. Research shows that back-and-forth interaction (conversational turns) between children and their adult caregivers in the earliest years is a key to school readiness and long-term outcomes. We integrate our patented “talk pedometer” technology into programs to increase capacity of parents, caregivers, and teachers to accelerate children’s language development and school readiness.

We’re seeking a **Vice President of Finance**, a leadership position reporting to the President/CEO. In this role you’ll be responsible for overseeing the organization’s financial and accounting activities, reporting, systems, and team, as well as organization-wide human resources, for a 501(c)(3) nonprofit whose financial resources and flows comprise a mix of business-to-business earned revenue and philanthropic sources.

You will be joining a small and expanding organization that is experiencing double-digit growth, helping us reach 100,000 children per year by 2025. As a member of the Leadership Team, you’ll help set strategic and tactical direction as we define, refine, and execute on the business, customer, cultural, supplier, and technology supports we need in place to achieve our goals. While simple on the outside, LENA has the complexities and challenges of a retail, educational services technology provider, manufacturer, warehouse, and nonprofit rolled into a single organization. This is an unmatched opportunity to shape a growing organization and the world.

Responsibilities:

- Serve on LENA’s Leadership Team, developing a deep understanding of LENA’s business and working with people across the organization.
- Management of the accounting and back-office operations and team (4 persons), identifying opportunities to improve processes, technology, and communications while maintaining appropriate financial controls and compliance.
- Overall responsibility for the human resources function, including championing the team’s commitment to our values; the hiring, annual review, and termination processes; and benefits and 401(k) supported by outside parties.
- Working closely with the President/CEO and Leadership Team, lead the annual budget process and model sales, staffing, inventory, and other forecasts; help drive performance to the same through KPIs and other reporting.
- Working with President/CEO and Board Treasurer, forecast and proactively manage cash needs.
- Manage gift/contribution and grant accounting and compliance.

We are looking for a Vice President of Finance who:

- Believes in LENA’s mission and vision and lives our core values with integrity.
- Has 10+ years of progressive experience in public accounting and finance (CPA license a plus), including a mix of both for-profit and nonprofit organizations; 5+ years managing people.
- Really, really enjoys wearing multiple hats and digging into a diverse set of business challenges.
- Adept at teaching/guiding others through complex topics, solving problems and improving processes, and applying deep knowledge in a range of accounting tools and ERP systems (NetSuite experience preferred).

LENA’s team is passionate, fun, and supportive. To learn more, visit www.lena.org/joinourteam. We offer an excellent benefits package. The salary range for this role starts at \$125,000. To apply, please submit cover letter with salary/compensation requirements and resume as a single pdf document to hr@lena.org.

LENA is an equal opportunity employer. All employment is decided on the basis of qualifications, merit, and business need. We are committed to building a team that represents a variety of backgrounds, identities, perspectives, and skills. The more inclusive we are, the better our work will be. EOE/M/F/D/V