



CCOF

Advancing organic agriculture through certification, education, advocacy, and promotion.

JOB ANNOUNCEMENT: Chief Financial Officer

Position will remain open until filled.

Who we are: CCOF advances organic agriculture for a healthy world. We advocate on behalf of our members for organic policies, support the growth of organic through education and grants, and provide organic certification that is personal and accessible.

CCOF is a nonprofit organization governed by the people who grow and make our food. Founded in California 50 years ago, our roots now span the breadth of North America, and our presence is internationally recognized. We are supported by an organic family of farmers, ranchers, processors, retailers, consumers, and policymakers. Together, we work to realize a future where organic is the norm.

Position Summary: CCOF is seeking an experienced finance professional to join our executive team as the Chief Financial Officer (CFO). The CFO leads the financial, accounting, and investment activities of CCOF's multi-faceted programs and services. The CFO collaborates with the Board of Directors and executives to ensure the growth and values-alignment of our certification services (a fee for service nonprofit), trade association activities including policy and market development, and the 501(c)(3) CCOF Foundation.

The CFO must excel in complex financial management, KPI tracking, strategy development, financial forecasting, and managing change across multiple stakeholders. The right candidate will also have excellent communication skills, alignment with our mission, and share our commitment to equity and inclusivity.

This is a full-time, exempt position that reports to the CEO and supervises the Finance Director who oversees the accounting department. Remote candidates will be considered, but preference will be given to candidates located in or willing to relocate to the greater Sacramento area.

Position Responsibilities:

- Drive the company's overall financial strategy.
- Coordinate development and reporting of annual operating and program budgets.
- Lead accounting team in overseeing day-to-day accounting recording, reporting, and internal control activities.
- Support Finance Director with annual audit and tax filings.
- Ensure adequate cash flow and management.

- Comply with national and local financial requirements.
- Identify revenue opportunities and economic trends.
- Identify areas and implement solutions for cost reduction and process improvements.
- Perform risk management analysis of CCOF investments and initiatives.
- Monitor business performance with tracking tools, implement corrective measures as needed, and prepare reports for the management and executive teams.
- Prepare and report quarterly to the Board of Directors and Finance Committee.
- Develop and implement best practices and tools to ensure an efficient, well-controlled but flexible organization that has strong fiscal management, project coordination, cross-team communications, and workflow.

Desired Qualifications:

- Degree in accounting, business accounting, or finance and professional certification (e.g., Certified Public Accountant) preferred.
- Three years' experience in an executive or director level position in a related field.
- Proficiency with financial-management and accounting software systems.
- Understanding of GAAP-basis accounting.
- Experience managing organizational budgets over \$10 million.
- Experience working with agriculture organizations or nonprofits preferred.
- Excellent verbal and written communication skills.
- Highly competent in data reporting and analysis.
- Skilled at building collective vision and complex project management.
- Experience in reporting to governance bodies.
- Commitment to collaboration, integrity, and transparency.
- A demonstrated commitment to building and supporting diverse, inclusive, and equitable work environments.
- Self-awareness and emotional intelligence
- Entrepreneurial and resourceful
- Highly organized and detail oriented

Compensation: CCOF takes pride in offering competitive pay and benefits such as superb health plans, 401(k) program, and generous sick/personal and vacation time. The CFO's starting compensation will depend on qualifications and experience. The estimated starting annual salary range for this position is \$140,000 - \$160,000.

Hiring Process: Applications will be accepted until the position is filled. Interested applicants, please submit the following documents to employment@ccof.org, with "CFO" in the subject line:

- Cover letter summarizing your interest in CCOF and the position, and qualifications
- Current resume

- List of three professional references (References contacted for finalist only; candidates will be notified before references contacted).

Incomplete applications will not be considered. No phone calls, please. Only short-listed candidates will be contacted. Thank you for your interest.

CCOF is an equal opportunity employer. We encourage people with diverse backgrounds and experience to apply.

Inclusivity is a core value at CCOF. We are passionate about building and sustaining an inclusive and equitable work and learning environments for all employees. We believe every member of our team enriches our diversity by exposing us to a broad range of ways to understand and engage with the world, identify challenges, and to discover, design and deliver solutions.