



Chief Financial Officer

Location:

Lawrenceville, NJ

Position Type/Classification:

Full-Time / Exempt

Reporting To:

Chief Executive Officer

Compensation/Salary Range:

\$130,000-\$150,000

Organization Overview

For more than 35 years, HomeFront has worked to break the cycle of poverty and end homelessness in Central New Jersey. Through a comprehensive network of housing, supportive services, workforce development, family support, and community resources, HomeFront helps families achieve stability, self-sufficiency, and long-term success.

HomeFront's work is grounded in five core beliefs:

- We believe that all families deserve safe, secure housing.
- We believe that with the right tools, all families can succeed.
- We believe that families need basic necessities to live a life with dignity.
- We believe that personal wellness, whether physical, mental, or emotional, is critical to ensuring thriving families.
- We believe that children nurtured by love and support will grow on a path to realizing life's possibilities.

Guided by these principles, HomeFront operates a broad continuum of programs that includes emergency shelter, homelessness prevention, affordable and supportive housing, workforce development, food and material assistance, wellness services, early childhood education, and children's enrichment programming. The organization serves thousands of individuals and families annually through a holistic, two-generation approach that supports both parents and children on their path to stability and opportunity.

HomeFront works closely with Homes by TLC, an affiliated organization that develops and manages a portfolio of affordable and supportive housing throughout the region. Together, the organizations share a commitment to increasing housing opportunities for families facing homelessness and housing insecurity. While each organization maintains distinct governance and operations, the partnership creates unique opportunities for collaboration, strategic planning, and long-term community impact.

Today, HomeFront is a growing, mission-driven nonprofit organization with an operating budget of approximately \$16 million, more than 135 employees, thousands of volunteers and supporters, and a strong reputation for innovation, collaboration, and community impact. As the organization continues

to grow and evolve, HomeFront remains committed to developing sustainable solutions that address both the immediate challenges and the root causes of homelessness and poverty.

Job Summary/Objective

HomeFront is seeking an experienced financial leader and strategic partner to serve as its Chief Financial Officer (CFO). Reporting directly to the Chief Executive Officer and serving as a member of the Executive Leadership Team, the CFO plays a critical role in helping shape the future of HomeFront by ensuring the organization's long-term financial strength, sustainability, and capacity for impact.

The CFO serves as the steward of HomeFront's financial resources and provides strategic leadership for financial planning, budgeting, accounting, forecasting, risk management, and financial decision-making. As a key thought partner to the CEO, Board, and executive team, the CFO helps translate organizational vision into sound financial strategies that support program growth, operational excellence, innovation, and long-term sustainability.

HomeFront is at an exciting point in its evolution, with opportunities for continued growth, increasing organizational complexity, significant facility and capital investments, and ongoing expansion of its community impact efforts. The CFO will have the opportunity to help shape the future of the finance function and build the systems, talent, and infrastructure needed to support the organization's next phase of growth.

In addition to providing financial leadership, the CFO will play a key role in supporting HomeFront's stewardship of physical assets and major capital investments. In partnership with facilities and operational leaders, the CFO will help guide long-term capital planning, evaluate significant investments, assess financing options, and ensure that organizational resources are deployed effectively to support both current operations and future growth.

The ideal candidate is both strategic and hands-on: someone who can move comfortably between Board-level discussions, long-term financial modeling, staff coaching, audit preparation, and practical problem-solving. The successful candidate will be an entrepreneurial and mission-driven leader who enjoys building systems, strengthening organizational capacity, and helping teams turn ambitious ideas into sustainable reality.

The CFO will initially lead HomeFront's finance and accounting functions, including oversight of external accounting partners and responsibility for rebuilding internal accounting capacity through the recruitment, onboarding, and development of a Controller who will oversee day-to-day accounting operations. The CFO will work collaboratively with leaders across the organization to ensure HomeFront has the financial infrastructure, information, and resources necessary to achieve its mission.

Essential Functions and Responsibilities:

Strategic Financial Leadership

- Serve as a trusted advisor and thought partner to the CEO, Executive Team, internal leaders, Board of Trustees, and Finance Committee.

- Help shape organizational strategy by providing financial insight, analysis, forecasting, and recommendations.
- Support the Finance Committee and Board of Trustees through accurate reporting, thoughtful analysis, and strategic financial guidance.
- Develop long-range financial plans, scenario modeling, and sustainability strategies that support HomeFront's mission and strategic priorities.
- Evaluate the financial implications of new and existing programs, partnerships, investments, and growth opportunities.
- Evaluate the financial viability, risks, and long-term sustainability of strategic opportunities and organizational initiatives.
- Monitor economic, regulatory, and funding trends and advise leadership regarding risks and opportunities.

Financial Planning and Stewardship

- Lead the development of the annual operating and capital budgets through an inclusive and collaborative process.
- Monitor financial performance throughout the year and provide timely analysis and recommendations to leadership.
- Develop meaningful financial reporting tools, dashboards, and metrics that support decision-making at all levels of the organization.
- Serve as the primary organizational liaison to banking partners, investment advisors, and other financial institutions, ensuring effective management of investment portfolios, treasury functions, and banking relationships.
- Ensure effective management of cash flow, liquidity, reserves, investments, and banking relationships.
- Serve as the primary organizational liaison to banking partners, investment advisors, and other financial institutions, ensuring effective management of investment portfolios, treasury functions, and banking relationships.
- Provide guidance and support to department leaders regarding budgeting, financial planning, and resource allocation.

Accounting and Financial Operations

- Provide executive oversight of HomeFront's accounting and finance functions.
- Supervise the Controller and ensure the accounting team has the resources, systems, and support necessary to succeed.
- Ensure accurate and timely financial reporting, month-end and year-end closing processes, and compliance with Generally Accepted Accounting Principles (GAAP).
- Oversee annual financial audits, tax filings, and other reporting requirements.
- Evaluate and strengthen internal controls, accounting systems, financial processes, and reporting practices.
- Manage and optimize relationships with external accounting firms, auditors, banks, and other financial service providers.

Risk Management and Compliance

- Lead enterprise financial risk management efforts across the organization.

- Ensure appropriate financial controls, policies, and procedures are in place and consistently followed.
- Oversee insurance strategy and other financial risk management activities.
- Monitor compliance with applicable laws, regulations, grant requirements, contracts, and financial reporting standards.
- Partner with organizational leaders to proactively identify and mitigate financial and operational risks.

Capital Planning and Organizational Investment

- Partner with organizational leaders to evaluate major capital investments, facility improvements, strategic growth initiatives, and long-term organizational opportunities.
- Provide financial modeling, forecasting, and analysis related to major projects, organizational investments, acquisitions, and emerging opportunities.
- Support planning related to financing strategies, capital campaigns, debt management, reserve utilization, and long-term sustainability.
- Partner with facilities and asset management leaders to develop long-range capital plans and investment strategies for organizational assets.
- Help ensure that HomeFront's financial resources are aligned with both current needs and future opportunities.
- Serve as a strategic advisor regarding the financial implications of organizational growth, expansion opportunities, and major investments.

Leadership and Team Development

- Serve as an active and collaborative member of the Executive Leadership Team.
- Build and maintain strong relationships across departments and functions.
- Directly supervise the Controller and other assigned leaders, including future finance, facilities, or administrative functions that may report into the CFO portfolio.
- Develop, mentor, and support finance, facilities, and administrative leaders and future talent.
- Foster a culture of accountability, transparency, continuous improvement, and excellent customer service.
- Partner effectively with leaders across programs, development, people operations, facilities, and organizational administration.

Competencies:

- Demonstrated ability to think strategically and critically while maintaining strong attention to detail.
- Strong financial planning, forecasting, budgeting, investment oversight, banking relationship management, and analytical skills.
- Ability to translate complex financial information into clear, actionable guidance for diverse audiences.
- Ability to evaluate major capital investments, infrastructure needs, financing alternatives, and long-term asset sustainability from both strategic and financial perspectives.
- Entrepreneurial mindset with a willingness to innovate, build systems, and embrace organizational growth.

- Commitment to balancing strong financial stewardship with compassion, mission impact, and service to families.
- Proven leadership skills and experience building, developing, and supporting high-performing teams.
- Strong organizational development and change management capabilities.
- Flexible and adaptable with the ability to thrive in a dynamic and evolving environment.
- Demonstrated resourcefulness, creativity, and sound judgment in solving complex problems.
- Ability to balance long-term strategic thinking with hands-on execution.
- Excellent written, verbal, and interpersonal communication skills.
- Strong emotional intelligence, integrity, credibility, humility, and commitment to service.
- Demonstrated ability to build trust and collaborate across departments and disciplines.
- Deep commitment to HomeFront's mission and values.

Required Education and Experience:

- Deep belief in the mission, values, and work of HomeFront.
- Bachelor's degree in Accounting, Finance, Business Administration, or a related field.
- Minimum of seven years of progressively responsible financial leadership experience, including experience in senior finance leadership roles with increasing levels of organizational responsibility.
- Experience overseeing accounting, budgeting, forecasting, financial reporting, audits, and financial planning.
- Experience leading teams and developing staff.
- Demonstrated success serving as a strategic financial partner to executive leadership.
- Strong knowledge of nonprofit financial management, fund accounting, grants administration, and regulatory compliance.
- Advanced proficiency with financial systems, business software applications, and Microsoft Office Suite.
- Experience presenting financial information to Boards, committees, and non-financial audiences.

Preferred Education and Experience:

- Certified Public Accountant (CPA) designation.
- MBA, MPA, Master's degree in Finance, Accounting, Business Administration, or a related field.
- Significant nonprofit financial leadership experience.
- Experience working with government funding, complex grant portfolios, and restricted funding sources.
- Experience working with investment advisors, endowment or reserve funds, banking relationships, treasury management, and organizational investment portfolios.
- Experience supporting organizations with multiple funding streams, affiliated entities, real estate assets, significant facilities portfolios, capital projects, or affordable housing initiatives.
- Experience leading organizational growth, systems implementation, or finance function transformation.
- Experience supervising Controllers, facilities leaders, or other senior operational leaders.

Compensation

This is an outstanding opportunity for a highly motivated professional to assume a pivotal role in the continued evolution of a growing, highly respected organization. We are seeking an individual of outstanding quality with a respected track record and a passion for using financial leadership to advance mission-driven work. The compensation range for this position will be \$130,000-\$150,000, commensurate with experience and expertise. HomeFront offers all employees a competitive benefits package that includes health, dental, 401(k), and vacation benefits.

HomeFront is committed to identifying the strongest possible candidate for this role and recognizes that exceptional executive talent may come in a variety of engagement models. While the position is envisioned as a full-time leadership role, HomeFront is open to considering alternative arrangements for highly qualified candidates whose experience and capabilities align with the organization's needs.

Physical Demands:

Prolonged periods sitting at a desk and working on a computer. Requires eye-hand coordination and manual dexterity to operate office equipment such as computer, keyboard, copier, scanner, and telephone. May be exposed to weather conditions prevalent at the time while traveling.

Travel:

Frequent local travel to variety of HomeFront sites across Mercer County during normal work hours can be expected for the position. Occasional overnight travel expected.

Disclaimer:

This position description neither constitutes a contract of employment nor is designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee. Other duties, responsibilities, and activities may change or be assigned at any time with or without notice. Company may exercise its employment-at-will rights at any time.

HomeFront, Inc is an equal opportunity employer. We welcome employees and prospective employees without regard to race, religion, national origin, gender, age, disability, marital status, gender identity or expression, sexual orientation or veteran status.