Vice President, Finance & Risk Management

The Bridgespan Group

Position Specification

June 2023
The Opportunity

The Bridgespan Group

The Bridgespan Group is a global nonprofit that strives to make the world more equitable and just. Since 2000, we have had the privilege of advising and collaborating with many of the world’s most extraordinary social change leaders including philanthropists, nonprofit and NGO leaders, and impact investors.

We are passionate about helping social change leaders find solutions to economic and social barriers that perpetuate inequities and prevent individuals, families, and communities from having access to opportunities they need to thrive. We use rigorous research to gain insights that help our clients solve problems and achieve their goals.

Our services include strategy consulting and advising, sourcing and diligence, and leadership team support. We take what we learn from this work and build on it with original research, identifying best practices and innovative ideas to share with the social sector.

As a mission-driven organization, Bridgespan understands the importance of our clients’ values and beliefs. Our people are deeply passionate about the work they do and the opportunity to create a better world.

Key Responsibilities and Year One Critical Success Factors

The Vice President of Finance and Risk Management will steward the finance, risk management, real estate, and legal functions at Bridgespan and supervise and develop a team of 10+ professionals. This visible role will build relationships primarily with internal stakeholders as they continue to support clients and conduct original research across the globe but may at times be called upon to share with clients Bridgespan’s own best practices and learnings for stewarding the financial health of a growing, global nonprofit.

The compensation package for this role will include a midpoint annual salary of $240,000, as well as the potential for additional compensation if Bridgespan hits its annual budget target.
Critical year one success factors will include:

- Review and learn Bridgespan’s current finance, risk management, real estate, and legal systems. With input from current leads on the team, recommend refinements to senior leadership and begin to execute on recommendations that have been completed and approved for:
  - Taking Bridgespan’s use of technology in financial processes to a new level of sophistication
  - Ensuring that the organization’s approach to risk management is sufficiently robust for its growing global footprint
  - Facilitating real estate planning and transactions to meet evolving office needs.
- Support the Finance team organizational shifts given recent changes to leadership structure. Build strong relationships with those on the team that lead critical functions and manage others. Assess current team for assets and gaps in order to build development plans and talent strategy for the team
- Develop relationships with Bridgespan senior leaders to build a clear understanding of business needs, identify priorities, and build the foundation for ongoing collaboration

Job Responsibilities

- Serve as an accessible, inclusive, and collaborative team leader to manage and develop a team of professionals
  - Provide training and coaching to develop individuals and help them realize their potential
  - Leverage existing strengths on the team. Engage with those who lead critical functions and supervise others on the team as true collaborators in the work; help them strengthen their teams and overall work contributions
  - Foster strong collaboration and efficient processes within the team
- Provide strategic thought partnership and guidance to Bridgespan leadership (staff and Board) across areas of finance, risk management, legal, and real estate.
  - Drive strategic thinking about Bridgespan’s economic model and associated strengths, weaknesses, and opportunities
  - Serve as staff lead for Board Audit and Investment Committees
  - Establish global frameworks and identify areas of global consistency versus regional/local flexibility
  - Collaborate with Development team to maintain sustainable systems to assure compliance with grant requirements
  - Present findings and recommendations in staff leadership and Board settings
- Build a high-performing finance and risk management organization that utilizes modern practices, tools, and approaches
  - Oversee and continuously improve Bridgespan’s financial management processes, policies, and systems, including (in rough order of need for near-term review):
    - Use of technology throughout
    - Controls and safeguards
    - Grants management
    - Accounting
Audit
Forecasting & reporting
Invoicing
Annual and multiyear budgeting

- Manage Bridgespan’s treasury function, including investment portfolio, working capital strategy, and banking relationships.
- Define, oversee, and continuously improve Bridgespan’s holistic approach to risk management, inclusive of but not limited to financial risk management.
- Oversee Bridgespan’s global legal matters, including stewardship of Bridgespan’s US nonprofit 501c3 status and the legal status of its subsidiaries, the meeting of legal governance requirements, and the development and review of contracts.
- Manage Bridgespan’s real estate portfolio in partnership with office leadership, including space forecasting, budgeting, and lease negotiations and monitoring.

- Build and maintain strong, collaborative relationships:
  - As a trusted advisor to each Business Unit lead and to assist with the identification of their business needs
  - With other Bridgespan leaders in Core Services and external-facing units

Qualifications
The successful candidate will exhibit self-awareness, high emotional intelligence, and an understanding of others that enhances interpersonal communication and management abilities. This person will have stellar personal and professional integrity and will be able to collaborate effectively with employees across levels and units in the organization, while earning trust and confidence from the leadership team, staff, and external stakeholders, funders, and clients. Likely candidates will have the following profile:

- Strong Finance foundation (10-15+ years work experience); Master’s in Business, Finance, or Accounting preferred
- Experience managing and leading a finance function in a:
  - Professional services or analogous setting
  - Global / multi-country organization
- Strong communication skills (verbal and written)
- Knowledge of nonprofit accounting and financial management (ideal)
- Track record of successful people management and development; demonstrated ability to provide constructive and positive feedback, while motivating and holding team accountable for strong performance.
- Track record of effective collaboration with peers, ability to build trust-based relationships internally and externally.
- Willingness and ability to lead, manage, and roll up sleeves to ‘do’ work.
- Resilient, hard-working, hands-on, and determined self-starter and problem solver; exhibits intellectual curiosity and ability to learn quickly
- Displays composure under pressure and has the ability to multi-task and meet deadlines; systematically delivers high quality work.
- Operates in an honest, ethical manner in all dealings, acts with integrity.
- Experience and proficiency with engaging on issues of equity and systemic racism in one’s professional context.
- Flexibility to collaborate with team members across geographies and global time zones
- Ability to travel, including global travel.
At Bridgespan, we are committed to diversity, equity, and inclusion because we are passionate about helping our clients achieve breakthrough results. An organization that reflects the diversity of our clients and their beneficiaries will produce deeper relationships, engagement, and insights. Bridgespan is committed to providing equal opportunities. We serve diverse organizations and are committed to non-discrimination. Bridgespan will not discriminate against any employee with respect to any term or condition of employment, including but not limited to less favorable treatment, exclusion from employment or employment opportunities (including hiring, assignment, performance assessment and promotion) on the basis of race, color, religion, national origin, citizenship, ancestry, gender (including pregnancy), gender identity, age, disability, marital status, sexual orientation, expression, veteran’s status or other protected characteristics or status. We actively partner with organizations representing minority concerns and interests to build high-performing teams that mirror the communities we serve.

All company sponsored programs including training, job, social and recreational activities are required to be non-discriminatory and all human resource practices are monitored to ensure equal opportunity.
About Korn Ferry

Korn Ferry is a global organizational consulting firm. We work with our clients to design optimal organization structures, roles, and responsibilities. We help them hire the right people and advise them on how to reward and motivate their workforce while developing professionals as they navigate and advance their careers. Our 7,000 experts in more than 50 countries deliver on five core areas: Organization Strategy, Assessment and Succession, Talent Acquisition, Leadership Development and Total Rewards.