



## **Chief Financial Officer**

Job Title: Chief Financial Officer

Company: Peoples Community Health Clinic, Inc.

Location: Waterloo, IA

## **Job Description**

### **About Us:**

Peoples Community Health Clinic, Inc. is a nonprofit health care clinic guided by its mission statement to provide access to affordable, compassionate, high quality health care for all, while helping to improve the health of the community as a whole.

Starting from humble beginnings in the basement of a church in 1976, Peoples Clinic has grown into a 40,000 square foot facility in the heart of downtown Waterloo. It has been at its current location since 1999, and in 2008, Peoples Clinic Butler County (PCBC) opened as a satellite clinic in Clarksville. Both locations are recognized as Patient-Centered Medical Homes, which places focus on building better relationships between patients and their health care teams.

To learn more, check out the [website!](#)

### **Summary:**

Peoples Community Health Clinic, Inc. (PCHC) has a new opportunity for a full time Chief Financial Officer. This person will report directly to and work closely with the CEO in all accounting functions and will also supervise staff in the accounting departments.

### **General Job Requirements:**

#### Essential Functions

- Directs financial administration functions including general accounting, payroll, accounts payable and financial, and other statistical reporting.
- Prepares organization for independent audits and coordinates information collection and reporting.
- Develops and implements financial management, internal control, and corporate compliance policies and procedures.
- Facilitates the budgeting process.
- Communicates financial information to various audiences.
- Manages in accordance with PCHC Mission and Philosophy.
- Establishes/contributes to continuous quality improvement programs that are consistent with overall PCHC strategy for quality improvement.

#### Administrative Duties

- Advanced knowledge of MS Office Products and Windows Platform.
- 10-key knowledge

**Qualifications:**Certificates and Licenses

CPA or CPA candidate is required.

Education

Bachelor's degree in Accounting is required.

Experience

5+ years of accounting or auditing experience (only if candidate has CPA).

5+ years of management experience.

Non-profit and/or health field experience is preferred, but not required.

**Benefits:**

Health & Dental, 401(k) plus match, STD/LTD, Vacation, Sick & Holiday Pay

**How to Apply:**

Apply [Here!](#)