

Position: Chief Financial Officer (Fractional)

Schedule: 15 hours/week

Compensation: \$72,000 - \$80,000/year

Job Summary:

Wharton Arts is seeking a highly-qualified Fractional Chief Financial Officer to work closely with the new President and Chief Executive Officer, driving change that promotes fiscal stability and preparing for a planned 2028-29 facilities transition to consolidate the organization's well-regarded programs. Wharton's annual budget is approximately \$4 million, and the organization employs 18 full-time and 120 part-time employees across three locations, serving 2,000 students each year with community music and creative youth development programs. The Fractional CFO is responsible for financial strategy, reporting and analysis.

Responsibilities:

Finance:

- Responsible for annual budget and monthly forecasting processes.
- Responsible for management of restricted and unrestricted assets, and allocation of costs among program, fundraising, and general & administrative classes.
- Supports development team with grant budgets.
- Prepares monthly financial reporting for Finance Committee and Board of Trustees.
- Provides financial analysis needed for business decisions.

Risk Management and Oversight:

- Reviews monthly financial close, approving all adjusting and closing entries.
- Manages annual audit and annual federal and state filings with external auditors.
- Provides representation in banking relationship.
- Monitors organizational risk and insurance coverage.

Reports To: President and Chief Executive Officer

Supervises: Comptroller

Skills/Qualifications:

- Certified Public Accountant
- Experience in real estate transitions
- Nonprofit experience
- Scenario analysis

Wharton Arts is an equal opportunity employer and encourages candidates from diverse backgrounds to apply. Please send your resumé to jobs@whartonarts.org.

