TITLE OF POSITION: Senior Director, Financial Planning & Analysis
DEPARTMENT: Finance, Rose Hill

The Senior Director is responsible for providing effective leadership and direction for the Fordham University Office of Financial Planning and Analysis including all policies, practices, and procedures related to the development, management and monthly monitoring of the annual operating budget, multi-year financial plan, annual capital budget, and all related financial forecasts and variance analyses. Oversee the daily activities of the university’s budget operations and manage a team of budget and financial planning professionals. Serve as a strategic partner with various campus leaders, including the Provost, Vice Presidents, and Deans.

The ideal candidate is a personable and dynamic manager, with excellent analytical and communication skills, who will build strong partnerships within and outside the University. She or he will have proven experience in the areas of strategic financial planning, process transformation, change management, and the full-circle implementation of new technologies. This individual will join a team currently engaged in a transformation of the University’s budget development and operations processes, from one that has historically been heavily reliant on manual, paper-driven processes to one that is innovative, data-rich, and technology-centric.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide strategic leadership to the financial planning, budgeting, and analysis operations by reviewing and enhancing existing processes and implementing best practices in budget operations.
- Coordinate a continuous, flexible, technology-oriented budget process and ensure the timely development, oversight, and management of the University’s annual operating and capital budgets.
- Develop comprehensive budget forecasts and projections and prepare complex financial analyses.
- Develop and recommend financial policy for the University.
- Train University community on budget and policy matters using forms and methodologies (e.g. online, in-person)
- Create and maintain predictive models using various statistical methods.
- Lead with the creation and implementation of fiscal planning tools and processes.
- Monitor University budget using exception reporting tools and inform senior leadership of potential fiscal issues.
- Research and recommend solutions to complex budget issues for the University.
- Manage team of financial professionals including providing direction, oversight, guidance, development, goal setting, project prioritization and scheduling, and performance management.

QUALIFICATIONS:

- Bachelor's degree in finance, accounting, public administration/policy or related discipline.
- Eight years of progressive responsibilities in a financial planning, budgeting, and/or financial analysis role. Ideal candidates will have some experience in higher education.
- CPA or master’s degree in related field preferred.
- Experience developing cost of education, activity based costing, or similar costing models.
- Integration of strategic planning with financial planning.
- Systems experience with HSF, TM1, IBM Planning Analytics, etc.
- Experience implementing systems and user interfaces (e.g. dashboarding).
- Effective oral, written and interpersonal communication skills.
- Proven ability to explain complex financial information and make presentations to senior leaders.
- Demonstrated ability to prioritize work to meet multiple, competing deadlines.
- Demonstrated problem-solving abilities with a keen attention to detail.
- Effective leadership and management skills.
- Proven self-starter with the ability to work with minimal direction and oversight.

SALARY: Commensurate with experience
STARTING DATE: ASAP

Send Cover Letter and CV to: hr@fordham.edu

Fordham University is committed to excellence through diversity and welcomes candidates of all backgrounds. Fordham is an Equal Opportunity Employer – Veterans/Disabled and other protected categories.