



**Chief Financial Officer
The Federation of State Boards of Physical Therapy**



DRi Waterstone
HUMAN CAPITAL

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Mission and Vision

The Federation of State Boards of Physical Therapy (FSBPT) strives to live by a clearly defined mission and vision that conveys the direction of the organization and inspires all members to achieve a common purpose.

Mission: To protect the public by providing service and leadership that promote safe and competent physical therapy practice.

Vision: To achieve a high level of public protection through a strong foundation of laws and regulatory standards in physical therapy, effective tools and systems to assess entry-level and continuing competence and public and professional awareness of resources for public protection.

Engaged Volunteers

FSBPT harnesses the power of its member organizations and volunteers who serve to protect the public. Professional staff and volunteers work collaboratively in a shared strategic planning and goal-setting model that represents fifty-three member Boards. This model revolves around core organizational values that shape all of the organization's work and relationships.

Professionalism

Innovation

Teamwork

Service

Balance



Areas of Focus

FSBPT's six areas of focus were developed over time through membership surveys, two FSBPT summits, Board strategic planning sessions, and general feedback from committees and staff.

- **Examinations:** Ensure the ongoing excellence, reliability, defensibility, security and validity of the NPTE® and related examinations.
- **Membership:** Enhance the Federation's value to its membership by developing and maintaining programs and services responsive to membership needs.
- **States' Rights, States' Responsibilities and Professional Standards:** Identify and promote effective regulation in physical therapy that ensures the delivery of safe and competent physical therapy care, while respecting states' rights and responsibilities.
- **Education:** Provide and promote educational programs and products for board members, administrators, the public and other stakeholders.
- **Leadership:** To broaden the Federation's leadership role and recognition within the regulatory, professional and related communities.
- **Organizational and Financial Stability:** Ensure the long-term organizational and financial stability and viability of the Federation.



The Opportunity

The Chief Financial Officer (CFO) is responsible for strategic leadership and overall financial management, including budget compliance for six organizations including: FSBPT, FCCPT, King-West, LCASO, Compact Commission, and HRRI. The CFO will steward all aspects of the finance and accounting functions to ensure the financial health and fulfillment of the organization's mission.

As a dynamic senior executive responsible for advancing the FSBPT, the CFO reports to the Chief Executive Officer (CEO), providing trusted leadership on the financial implications of all operational and strategic issues. Working as a strategic advisor to the CEO, the CFO integrates across the entire organization, serving as a credible resource for uncovering business opportunities, assessing risks, and developing solutions to business challenges.

In the role of financial steward and advisor, the CFO makes strategic recommendations supported by financial modeling, budgeting, reporting, and advanced analytics to aid leaders in informed decision-making and the performance of their responsibilities. In addition to the vital strategic role, the CFO is pragmatic and hands-on. The CFO is responsible for all internal financial functions, policies and procedures, and systems to ensure all organizations remain compliant.

Specific responsibilities include:

Strategy

- Provide the strategic management of accounting and finance functions. Prepare and oversee analysis for the CEO and Board to guide strategic decisions.
- Link strategic initiatives to solid financial plans and measurable financial goals.
- Establish organizational performance metrics for the routine monitoring of the ongoing efficiency of the organizations.
- Conduct financial modeling and provide assistance to others in reviewing and evaluating existing and proposed programs, projects and overall financial planning.



The Opportunity

Budgeting, Accounting, Financial and Operational Reporting

- Lead annual budgeting and midyear forecasting process for all six organizations. Ensure timely review and accurate financial reporting to all organizations.
- Develop and ensure compliance with appropriate accounting practices including internal controls, clear and effective reporting to the CEO, Boards and finance committees of the organizations.
- Oversee all payroll functions, cash management functions, tax and legal filings and contract management.
- Ensure integrity of accounting operations and financial statements. Completes monthly financial report by the 10th working day of the month.

Internal Controls and Compliance

- Ensure regulatory and other compliance for all financial and accounting functions. Responsible for coordination with auditors in the audit process of all entities.
- Recommend and set compliance policies and procedures.
- Manage contractual and other risk exposure. Advise on insurance coverage and policies.

Treasury

- Maintain banking relationships; ensure the effectiveness of banking functions.
- Guide investment policy statement and portfolio strategy. In partnership with the CEO, is responsible for the overall management of the organization's investment funds and retirement funds and plans.
- Develop a framework for strategic use of investments.
- Monitor cash forecasting for liquidity needs.



The Candidate

FSBPT seeks a multi-faceted, broad-based experience that brings together the best of the non-profit and for-profit worlds, combining traditional finance functions with the strategic thinking expected of a modern CFO.

Education and Experience

- Bachelor's degree is required with a Master's degree and CPA preferred.
- Progressive senior finance roles, with 8+ years of experience required.
- Advanced digital skills. Proficiency with financial software, financial reporting tools, and Microsoft Office programs including advanced Excel.

Skills and Abilities

- **Strategy:** Demonstrated ability to think strategically about complex problems, assess risks, and seize opportunities; ability to translate business strategy into financial strategy.
- **Data Analytics and Financial Modeling:** Adeptness in analyzing data and converting it into insights to make recommendations; superior skill in financial modeling and establishing KPIs.
- **Problem-solving:** Confident and seasoned professional judgment; ability to deliver perceptive and creative solutions.
Relationship Management/Teamwork: Ability to foster cohesive working relationships with staff, volunteers, and governing groups. Provide staff support for the CEO, Finance Committee, Audit Committee, and Investment Committee.
- **Communication:** Ability to handle complex financial topics orally, in writing, and before groups; expert ability to convey financial data in concise, understandable terms and to write proposals and position papers for multiple organization Boards, executive leaders, and key volunteers.
- **Personal Style:** High integrity—honest, humble, and ethical—combined with a working style that is smart, energetic, passionate, and results-focused; ability to communicate in a clear, friendly, professional, and proactive manner.
- **Travel:** Ability to complete occasional travel up to 4-6 times per year.



Applications can be submitted at:
<https://driwaterstonehc.com/position/cfo-FSBPT/>

Compensation: \$250K - \$300K

Location: Alexandria, VA

Equal-opportunity Employer: FSBPT provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type with regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and professional development.

DRiWaterstone has been exclusively retained for this engagement. All first-round interviews for this position will take place via video conference with DRiWaterstone.

About DRiWaterstone

DRiWaterstone is a women-founded and led executive search firm recognized by Forbes magazine as one of the leading executive recruiting firms in the U.S. With a focus on purpose and mission-driven organizations, we provide executive search and strategic consulting services to help regional, national, and international clients grow, thrive, and excel.