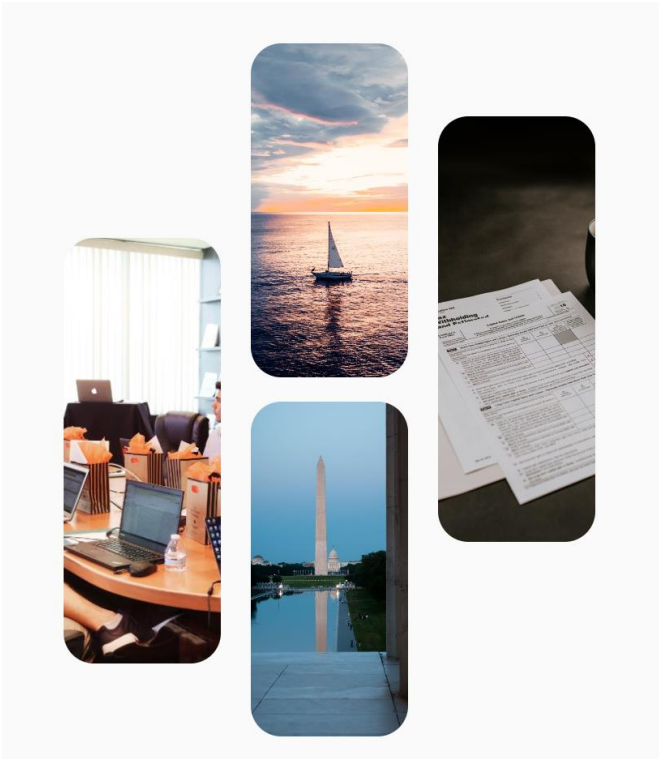




Accounting & Finance **without** the surprises.



A premier outsourced accounting and finance firm located in the Washington, D.C. area serving clients across the country.

**Non-Profit Team Leader and Fractional CFO**  
**Bay Business Group**



**DRiWaterstone Human Capital**  
1550 Wilson Blvd., Suite 700 PMB370  
Arlington, VA 22209  
703-294-6684

<https://driwaterstonehc.com/>

# About Bay Business Group

Bay Business Group is more than just an accounting firm. We're an all-in, full-service dream team dedicated to one thing – helping you make your organization better. We are a successful and people-focused Falls Church, VA accounting firm with a history of growth and of taking care of our people. Our staff tenure averages 8 years. We specialize in serving small businesses and non-profit organizations in the Mid-Atlantic region. We are growing and ready to hire! We are committed to maintaining a culture of respect, collaboration, and flexibility while also providing excellent client service.

We are proud of our team. At Bay Business Group, we not only provide our clients with expert accounting and bookkeeping services but also have fun together and support our local community.



## Our Service Areas



### GOVCON →

Comply with government accounting regulations and focus your energy on winning contracts.



### NON-PROFITS →

Put more of your valuable time towards growing your mission. We're honored to help.



### SMALL BUSINESS →

Reclaim your time and energy. Focus on what really matters – your customers and your team.

## Our Non-Profit Practice

We believe that by serving as a full accounting and finance partner we help our non-profit clients to further their mission. We know the non-profit sector and are experts in non-profit finance. We work as a true partner to our clients in service of their mission and believe that our expertise can help our clients drive increased impact.

We serve as an all-in-one financial service provider that has the expertise to meet all the financial needs of our clients as well as provide broader strategic support when financial solutions and approaches can contribute to the organizational strategy.

Through the consistency of our high quality of services and active engagement with our clients, we give them “peace of mind” and the time and space they need to focus on their important work.

## Our Non-Profit Promise



### DEDICATED TEAM MEMBERS

Every client gets a dedicated CFO / controller and dedicated accountant. You're not just another number to us.



### REGULAR MEETINGS INCLUDED

Monthly financial reports and quarterly strategy sessions are included for all our clients, big or small.



### NUMBER TECHIES

We're leading the charge in accounting & finance software. We'll have your finance tech stack efficient and effective.



### US-BASED OFFICE

We're based near our nation's capital, just south of beautiful Washington, DC.

## The Opportunity

We are seeking a highly motivated and experienced Non-Profit Team Leader and Fractional CFO to join our team. As Team Leader this person will be responsible for overseeing and mentoring a team of 4-6 Fractional CFOs and 10 accountants serving our non-profit clients. This person will also serve as a Non-Profit Fractional CFO leading client engagements and playing a crucial role in overseeing and managing complex accounting and finance projects for our non-profit clients. They will be responsible for ensuring the accuracy and efficiency of our entire portfolio of accounting and finance services to our non-profit clients while also providing exceptional client service.

### Team Leadership Responsibilities (1/3 time):

- Manage and mentor a team of senior financial professionals and accountants serving the company's non-profit clients.
- Oversee the quality of service to all non-profit clients and the overall performance of the non-profit vertical within the company.
- Provide advice to team members and assist in resolving client issues and handling technical accounting questions.
- Define best practices for non-profit financial services.

### Services to Clients Include (2/3 time):

Oversee and manage all finance functions, including accounting, internal controls, reconciliations, journal entries, payroll, and other regularly recurring financial operations for multiple non-profit clients.

- Analyze and submit monthly financial reports for multiple clients.
- Build client relationships and share insights via monthly calls.
- Supervise accountants in closing monthly financial results for clients.
- Prepare business and personal tax returns and estimates.
- Provide tax planning and strategic advice
- Recommend financial operations and cash flow best practices to clients.



## The Candidate

The ideal candidate will be a driven financial expert who is passionate about providing the highest level of services to our non-profit clients in service of their mission. The ideal candidate applies rigor and detail to all their work. They are someone who strives to set standards for client service and support the team in doing the same. This person also thrives as a mentor, advisor and supervisor of the non-profit team members in this highly collaborative and collegial company.

If you are a highly motivated and experienced CPA professional looking for a challenging and rewarding career, we encourage you to apply.

### Requirements:

- ❖ Bachelor's degree and a degree or concentration in Accounting or Finance (required).
- ❖ CPA license or EA designation.
- ❖ Experience at a CPA firm or public accounting experience is a plus.
- ❖ Experience managing multiple clients.
- ❖ Minimum of 3 years accounting experience required, preferably in the non-profit sector.
- ❖ Advanced working knowledge of non-profit accounting.
- ❖ Experience managing a team of senior and mid-level finance professionals.
- ❖ Proficiency in QuickBooks or other accounting software.
- ❖ Excellent analytical and problem-solving skills.
- ❖ Ability to work independently and as part of a team.
- ❖ Excellent communication and interpersonal skills.





Submit your application:

<https://driwaterstonehc.com/position/cfo-bay-business-group/>

**Location**

Washington, DC/ DMV Area (required)

Type of work:

- Full-time (full benefits)
- Hybrid (1-5 days a week in the office)

**Compensation**

The compensation is competitive for the market and will be discussed during the interview process.

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 an 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.