



COMPANY & POSITION OVERVIEW: 1% FOR THE PLANET VICE PRESIDENT OF FINANCE & OPERATIONS

COMPANY HISTORY

1% for the Planet is a global organization that exists to ensure our planet and future generations thrive. We inspire businesses and individuals to support Environmental Partners through membership and everyday actions. We make environmental giving easy and effective through partnership advising, impact storytelling and third-party certification.

Started in 2002 by Yvon Chouinard, founder of Patagonia, and Craig Mathews, founder of Blue Ribbon Flies, our business members and engaged individuals have given more than \$450 million to our approved Environmental Partners to date. Today, 1% for the Planet's global network consists of thousands of businesses, individuals and Environmental Partners working toward a better future for all.

POSITION OVERVIEW

Reporting to the CEO, the **Vice President of Finance and Operations (VPFO)** is a strategic role that will lead the organization's Finance & Accounting and Business Operations teams and will serve as an integral member of the organization's leadership. The role represents an exciting opportunity to collaborate with staff and Board leaders to shape the financial management, budgeting, and business operations strategies for a high impact, high growth global nonprofit.

The VPFO's leadership of both the Finance and Accounting team and Business Operations team is a new consolidation of functions at the leadership level, intended to bring both deeper expertise to each functional area and stronger integration of these functions across the organizations. Our Finance and Accounting team focuses on the broad set of functions that take us from budgeting to annual audit:

Position Overview (Continued)

bookkeeping, payroll, payment processing, internal financial reporting, financial administration of benefits, compliance across all functions, audit preparation, and relevant staff policies. Our Business Operations team focuses on the systems and processes that enable our staff and stakeholders to deliver on our mission: technology and digital optimization, database strategy and management, cybersecurity and risk mitigation, and internal standard operating procedures and trainings.

The leaders of each of these teams will report directly to the VPFO, who will provide leadership support, strategic direction, and cross-functional coordination to enable each team and its members to flourish. Additionally, the VPFO will lead the work of building the relevant connective tissue between these two teams, and from these teams to other functions in support of the organization's scaling up.

As part of the organization's leadership, this new role will work closely with the CEO and Board on longer term strategy, as well as the critical work of planning, tracking, adapting, and communicating annual strategic key performance indicators (KPIs) and work plans.

The ideal candidate will have a depth of experience in the realms of finance and business operations, inclusive of technology, and demonstrated capability as a manager of people and organizational leader. The ability to navigate organizational systems and processes with grace, to develop new processes when needed, and to adapt to changes and challenges are critical capabilities for the individual stepping into this role. We have a shared leadership model and expect our leaders to be able to represent both their team and the organization in every situation, so adept leadership experience is a must. We are scaling rapidly, so an eagerness for growth and change, and experience managing both are essential. This is a remarkable opportunity for the right candidate.

ACCOUNTABILITIES

Strategy and Leadership

- Lead the Finance & Accounting and Business Operations teams, coordinating and integrating workflows and mentoring and developing staff. Ensure staff capacity and capabilities are aligned with the organization's needs and develop the roadmap for future capacity needs.
- Work with leadership on the development of strategic goals and objectives as well as the overall management of the organization.
- Promote a culture of high performance and continuous improvement that values learning and a commitment to quality.
- Monitor business performance with tracking tools, establish corrective measures as needed, and prepare detailed reports for staff teams, leadership, Board of Directors, and other stakeholders.

ACCOUNTABILITIES (CONTINUED)

Finance

- Lead the budget, financial tracking and analysis, and audit processes in coordination with the CEO and leadership.
- Work with leadership to efficiently develop budget proposals, provide access to project finance information, and ensure contract/grant compliance and reporting.
- Advise the CEO and other senior leaders on financial planning, budgeting, cash flow, treasury and banking priorities, and policy matters.
- Serve as the management liaison in the annual audit process; effectively communicate and present critical financial matters at relevant leadership and Board meetings.
- Work closely with Finance & Accounting staff to maintain continuous lines of communication on financial tracking, trends, and issues, keeping the CEO informed of all critical issues.

Business Operations

- Lead strategy for the integration of business processes and technology systems into long term and annual strategic work plans.
- Grow internal systems that position the Business Operations team as an integrated service support for all functional technology platform uses and needs, leveraging both the functional expertise and the internal customer service capabilities of the team.
- Provide analytical support to 1% for the Planet's leadership in service of real time organizational performance tracking as well as long term trend analysis.
- In coordination with both Business Operations and Finance & Accounting staff, oversee financial technology, ensuring compliance with relevant regulatory entities (ex: Financial Accounting Standards Board, Internal Revenue Service, state attorneys general).

Qualifications

- 7+ years of experience in a senior leadership role
- Demonstrated experience leading in-house financial management in a high-growth organization
- Experience either as an employee or board member of a nonprofit organization; must be familiar with nonprofit finance and accounting
- Demonstrated experience leading business operations, inclusive of technology systems, at a dynamic organization
- Strong mentoring and/or coaching experience for teams with diverse levels of expertise
- Superior management skills; ability to positively influence and engage direct and indirect reports and peers
- Self-reliant, good problem solver, results oriented
- Energetic, flexible, collaborative, and proactive; a team leader who can positively and productively impact both strategic and tactical finance and operations initiatives.
- Exceptional written, oral, interpersonal, and presentation skills
- Passion for 1% for the Planet's mission
- Commitment to leadership for inclusion and belonging

Base Salary Range: \$137-144,000

COMPANY CULTURE

We're a growing team fueled by the urgency of the environmental crisis and our belief that collective action will drive positive change. We are motivated by the recognition that the current level of environmental giving—only 3% of total philanthropy—is not enough to solve the most pressing issues facing our planet. We connect and amplify a large and global network of businesses, individuals and environmental partners working for people and planet.

We think big, we celebrate commitment, and we ignite passion every day. We're a mixed bunch of foodies, outdoor enthusiasts, pet lovers and concertgoers, and we know that we're stronger together. We like flex-time work scheduling, ice breakers at meetings, and long walks on plastic-free beaches.

LOCATION

1% for the Planet is located in Burlington, VT. This role can be located remotely.



Recruiting Contact
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About: Noto Group is an executive search and talent consulting firm headquartered in Portland, OR. We have been a Certified B Corporation for 10+ years.

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