



Providing Services to Persons
With Intellectual and Developmental Disabilities

INTERNAL NOTICE OF JOB OPENING

Position Title	Director of Finance	Position #	DSP800
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Start Date: 8/9/2021 **End Date:** Open until filled **Facility:** Allinson Building - Montrose

Compensation: DOE - based on a range of \$70,000 – 75,000/year

Benefits: Medical, Dental, Vision, Life Insurance, FSA & HRA, Annual & Sick Leave, and Holiday Pay

QUALIFICATIONS

- BA or BS degree from an accredited college or university in Administrative Management, Business, Accounting, or a related field required. Master's degree with financial emphasis from an accredited college or university is preferred.
- At least seven years of experience in financial management and/or accounting preferred.
- Previous experience working in the Intellectual/Developmental Disability industry or a related not-for-profit field, helpful.
- Valid Colorado Drivers' license with acceptable driving record and criminal background check.

The Director of Finance will direct the financial operations for all programs for Community Options Inc. (COI) in accordance with COI Mission and Value Statements. Will work proactively with all teams and participate in developing the agency vision. Oversee management of fiscal reporting activities, budget preparation, development of finance staff, and monitoring of corporate fiduciary activities. Advise the Executive Director and the Board of Directors on all strategic and tactical matters related to budget management, cost benefit analysis, forecasting needs and funding securement.

If you meet the basic qualifications for this position and would like to apply for this position, please submit an internal application. If you have questions or would like to see the full Job description, please contact Human Resources at 970-249-1412 Ext. 237.

COI is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.