

Chief Financial Officer (CFO)

Position Overview

The Chief Financial Officer (CFO) serves as a key member of the executive leadership team, providing strategic financial leadership to ensure the long-term sustainability, growth, and faithful stewardship of First Baptist Church of Lincoln Gardens (FBCLG).

As a trusted advisor to the Senior Pastor, Board of Trustees, and executive leadership, the CFO leads all financial strategy, planning, and operations for a complex, multi-ministry organization serving over 6,000 members. The CFO ensures that financial systems, resources, and decisions align with the church's mission, vision, and values.

The CFO will also play a critical leadership role in modernizing financial systems and supporting major strategic initiatives, including preparing for and helping lead a capital campaign.

This role requires both executive-level strategic leadership and operational excellence, with a deep commitment to stewardship, transparency, and integrity.

Reporting Relationships

- Reports directly to the Senior Pastor
- Maintains a dotted-line relationship to the Executive Director
- Serves as a primary advisor to the Board of Trustees and Finance Committee
- Member of the Executive Leadership Team

Key Responsibilities

Strategic Financial Leadership

- Lead long-term financial strategy, forecasting, and scenario planning to support organizational sustainability and growth
- Advise the Senior Pastor and Board on financial implications of strategic decisions
- Develop capital planning strategies, including reserves, investments, and major initiatives
- Partner with church leadership to prepare for, structure, and help lead a comprehensive capital campaign, including financial strategy, campaign readiness, and stewardship planning
- Translate financial insights into clear, actionable guidance for ministry leaders

Financial Stewardship & Operations

- Oversee all financial operations, including accounting, budgeting, reporting, payroll, and audit functions
- Ensure timely, accurate, and transparent financial reporting for leadership, Board, and congregation
- Monitor cash flow, liquidity, and investment performance in alignment with church policy
- Establish and maintain strong internal controls and financial systems
- Lead the evaluation, selection, and implementation of upgraded accounting and financial systems to support organizational growth and operational excellence
- Oversee the onboarding of new financial technologies, ensuring data integrity, system security, and alignment with organizational needs

Fund Accounting & Donor Stewardship

- Oversee accounting for tithes, offerings, designated gifts, and capital campaigns
- Ensure proper management of restricted and unrestricted funds
- Strengthen donor transparency and financial accountability practices

Budgeting & Organizational Planning

- Lead development of the annual operating and capital budgets across all ministries
- Provide regular financial performance analysis, including variance reporting and recommendations
- Partner with ministry leaders to align financial resources with mission priorities

Governance & Board Engagement

- Serve as administrative liaison to the Finance Committee
- Present financial reports, forecasts, and strategic analyses to the Board of Trustees
- Lead annual audit process and ensure regulatory compliance
- Support preparation of annual financial reports to the congregation

Leadership & Team Development

- Lead and develop the finance team and related functions
- Foster a culture of excellence, accountability, and service
- Collaborate across departments to strengthen organizational effectiveness
- Provide leadership and oversight for staff training related to new financial systems and tools, ensuring adoption, proficiency, and ongoing support

Qualifications

Required

- Bachelor's degree in Accounting, Finance, or related field
- 10+ years of progressive financial leadership experience
- 5+ years in senior/executive leadership roles
- Demonstrated experience advising executive leadership and boards

Preferred

- CPA, MBA, or equivalent credential
- Experience in nonprofit, faith-based, or mission-driven organizations
- Experience managing multi-entity or multi-program financial environments

Core Competencies

- Strategic thinking and financial leadership
- Executive presence and communication
- Integrity, discretion, and a stewardship mindset
- Ability to translate financial data into ministry impact
- Collaborative leadership across diverse stakeholders

Faith Alignment

- Demonstrated commitment to Christian values and stewardship

Rev. Danté R. Quick, Ph.D., Senior Pastor

Winston Kirton, Trustee Chair - Lawrence Hibbert and Cynthia Gipson Lee, Diaconate Chairs - Leon Largie, Executive Director