



Chief Financial Officer (CFO)

Change Lives and Transform Communities – Join Our Fiscal Team!

Neighborhood Legal Services of Los Angeles County (NLSLA) provides free assistance to over 160,000 individuals and families each year through innovative projects that expand access to justice. We see the law as a powerful tool for social change and we're looking for passionate individuals to help us fight for justice.

We value diverse perspectives and experiences, and we believe that a strong community is built through inclusivity. NLSLA is proud to foster an environment that welcomes individuals from all backgrounds and abilities, and we encourage all qualified candidates to apply.

About the Role

We are seeking an experienced and strategic Chief Financial Officer (CFO) to join our leadership team. In this role, you will provide direction and oversight for NLSLA's financial operations, ensuring robust financial health and operational efficiency. You will work closely with a team of seven finance and accounting professionals and collaborate with other senior leaders, including the Director of Grants Management & Compliance. This position offers an opportunity to lead the finance function through streamlining systems and processes and guiding the organization in its mission to deliver justice to those in need.

In this role, you would report to the President & CEO. This position is exempt.

What You'll Do

Strategic Input & Organizational Leadership

- Lead the creation and execution of NLSLA's financial strategy, partnering with senior leaders to align financial operations with the organization's mission.
- Contribute to the development of long-term financial planning, including multi-year financial models and annual staffing plans.
- Serve as a thought partner and organization-wide leader, advocating for financial decisions that support NLSLA's commitment to social justice and equity.

Financial Planning and Management

- Collaborate with the Director of Grants Management & Compliance to manage the diverse portfolio of grants.
- Develop and communicate the organization's financial strategy, including budgeting, forecasting, and key financial reports to leadership and the Board.
- Manage cash flow, financial forecasting, and sophisticated models for revenue planning.
- Oversee the general ledger, financial record-keeping, and ensure efficient approval and processing of revenue and expenses.

Systems Automation & Process Improvement

- Lead efforts to automate and streamline financial and accounting processes to enhance team efficiency and effectiveness.
- Implement state-of-the-art financial systems and tools to improve reporting, cost accounting, and management reporting.

People and Culture Management

- Foster a supportive, inclusive, and equitable work culture where the finance team is motivated and empowered to succeed.
- Promote continuous professional development and career growth for the finance team.
- Collaborate with the Executive team on union relations and collective bargaining agreements.
- Ensure clear communication and alignment across the finance department and with other teams to achieve organizational goals.
- This position is designated as hybrid. This position is required to work on-site a minimum of two (2) to four (4) days per week, with the remaining time eligible for remote work as business needs allow. Specific in-office days may be set by the department or manager to support team collaboration and organizational priorities.
- Travel to NLSLA program offices, courthouses, and other locations throughout Los Angeles County may be required.

What You'll Need

- At least 5 years of VP-level leadership and management experience in finance, preferably within a nonprofit organization.

- Strong expertise in nonprofit accounting and financial management.
- A CPA or audit background, or equivalent experience in finance leadership.
- Working knowledge of Microsoft Outlook, Word and Excel, business communication platforms, and web-based case management platforms.
- Passion for NLSLA mission and demonstrated commitment to advocating for the legal rights of low-income individuals.
- Passion, empathy, and compassion for supporting people from different lived experiences.

Bonus Points

- Experience with union and collective bargaining agreements is a plus.
- Experience working in a nonprofit organization, preferably in legal aid or public interest law.
- Prior experience working closely with legal professionals is preferred.
- A passion for supporting diverse communities and advocating for equitable solutions in the workplace.

Why You'll Love Working with Us

At NLSLA, we believe in supporting our staff as they grow in their careers and live balanced lives. We offer:

- **Competitive Salary:** \$170,000–\$200,000, based on experience.
- **Generous Time Off:** 15 paid holidays, 2 to 5 weeks of vacation depending on seniority, and 12 days of sick leave. Exempt employees are eligible for compensatory time in accordance with company policy.
- **Comprehensive Benefits:**
 - Medical, dental, and vision insurance with a variety of plan options.
 - Basic Life and AD&D Insurance, Long-Term Disability Insurance.
 - 403(b) retirement plan with employer contributions and options for voluntary contributions.
 - Monthly bilingual supplement for qualified employees.
- **A Culture of Inclusion:** We are committed to fostering a respectful, inclusive work environment where everyone can thrive.

- **Perks:** Technology reimbursement to help you stay connected and equipped to do your best work.

Apply Today

To apply, submit your resume, cover letter and writing sample to employment@nlsla.org.

Equal Employment Opportunity Policy

NLSLA is committed to provide a work environment that respects the dignity and worth of each individual and is free from all forms of employment discrimination based on each and every characteristic protected under the law and beyond.

Decisions related to hiring, compensating, training, evaluating performance, promoting, or terminating are made fairly, and are based on job-related qualities and abilities. We provide equal employment opportunities to all qualified candidates and employees. We examine our unconscious biases and take responsibility for always striving to create an inclusive environment that makes every employee and candidate feel welcome.

We further expect every member of the NLSLA community to do their part to cultivate and maintain an environment where everyone has the opportunity to feel included and is afforded the respect and dignity they deserve.

We will consider for employment all qualified applicants, including those with criminal histories, in a manner consistent with applicable state and local laws, including the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance. Please note that, in limited circumstances, certain convictions may be considered incompatible with the responsibilities of specific roles, particularly where the safety and well-being of vulnerable client populations are a concern.

NLSLA's Commitments

We are committed to fostering a culture of inclusion and belonging within our organization and the communities we serve. We achieve this through:

- **Continuous Learning:** Cultivating cultural competency and humility among staff through ongoing training, open dialogue, and self-reflection.
- **Equitable Practices:** Regularly reviewing and revising policies, procedures, and decision-making processes to ensure fairness and access for all.

- **Strategic Resource Allocation:** Directing resources towards initiatives that empower communities.
- **Meaningful Community Engagement:** Partnering with the communities we serve to co-create solutions and foster trust.
- **A Respectful Workplace:** Providing a work environment free from discrimination and where every individual is valued, heard, and respected for their unique contributions.