



About Community Capital New York:

CCNY is a Westchester County, New York based nonprofit lender and Community Development Financial Institution (CDFI) that creates economic opportunities for underserved, historically disadvantaged individuals and communities by funding the development of critically needed affordable housing and providing flexible loans and business coaching to small business entrepreneurs throughout New York State. CCNY is a dynamic organization and is poised for growth and expansion. To learn more, visit our website: <https://communitycapitalny.org>

Position Summary

This is a remote position. The Director of Finance is a key member of the Executive Team, reporting directly to the CEO, and holds primary responsibility for enterprise-wide risk management, financial planning, fiscal sustainability, and regulatory compliance. The CFO will guide the organization's financial strategy, playing a vital role in shaping long-term organizational growth, resilience, and stability. You'll lead and develop a high-performing finance team and partner closely with the CEO, Executive Team, and Board Finance Committee to ensure CCNY's financial resources are strategically aligned with its mission, values, and long-term goals.

Position Responsibilities

- Serve as a key member of the Executive Team, providing strategic leadership, financial insight, and decision-making support across the organization.
- Lead and manage financial planning, budgeting, forecasting, and capital structure to support long-term sustainability.
- Oversee and ensure the integrity, accuracy, and timeliness of financial statements, audits, tax filings, and compliance with GAAP, funder requirements, and applicable regulations.
- Direct grants and contract management, fund accounting, and audit coordination, ensuring strong internal controls and accountability.
- Monitor and analyze cash flow, liquidity, and financial risk, and develop investment and reserve strategies.
- Update and strengthen accounting policies, financial systems, and internal controls to support organizational growth and compliance.
- Serve as staff liaison to the Board Finance Committee, providing clear analysis, reporting, and strategic recommendations.
- Lead, align, and develop finance staff to meet departmental goals, compliance standards, and budgetary targets.

Education and Experience

- Bachelor's degree in Accounting, Finance, Business Administration, or equivalent field is required. CPA Certification or MBA preferred.
- Minimum of 6 years of leadership experience in financial management, preferable within a CDFI, nonprofit, or financial institution.
- Expertise in financial planning, impact investing, grant management, audit functions and compliance.

Knowledge, Skills, and Abilities

- Strong organizational, written and oral communication skills.
- Exceptionally detail oriented with strong analytical and problem-solving skills; capable of developing and implementing financial strategies.
- Proficient in Microsoft Word, Excel, and accounting software systems.
- Knowledge/Previous training in OMB-A133 and GAAP.
- High ethical and professional standards; self-directed, self-motivated, a collaborative team player, and ability to meet deadlines.
- Ability to travel for professional development, service delivery and investor/partner events.
- Must have an automobile, valid driver's license, and insurance.

Compensation and Benefits

CCNY provides competitive pay, a generous benefits package, a generous PTO, and a supportive work environment. The annual salary range for this position is \$110,000 - \$140,000, based on experience.

To Apply:

Please submit the following to hr@communitycapitalny.org:

- Resume and cover letter explaining how your knowledge, skills and abilities fit this position and our organization.
- Salary requirements and employment conditions.
- Applicants must provide three professional references upon request.

Commented [MOU1]: You will have access to the hr email, so they don't email you directly.

Commented [MOU2]: You will have access to the hr email, so they don't email you directly.

Community Capital New York, Inc. is a non-profit 501(c)(3) Community Development Financial Institution Inc. that provides affordable loans and financial education to New York communities.