



# Senior Director, For Profit Finance and Accounting

## Job Description

---

<b>Job Title:</b>	Senior Director, For Profit Finance and Accounting
<b>Level and Grade:</b>	Senior Director Level, Grade 100
<b>Job Type:</b>	Full-Time
<b>Reporting Manager:</b>	AVP Finance & Accounting
<b>Department:</b>	Finance and Administration (F&A)
<b>Office:</b>	HQ – Baltimore or DC (Baltimore preferred)
<b>Date:</b>	02 February 2022

---

### About Corus:

*Applicants who are committed to promoting a sense of belonging and contributing to an equitable and inclusive environment for all are strongly encouraged to apply. We support applications from minorities, women, the disabled, protected veterans, and all other qualified applicants.*

Corus International is the parent of a family of world-class organizations working to deliver the holistic, lasting solutions needed to end extreme poverty once and for all. We are a global leader in international development, with 150 years of combined experience across our brands. Our nonprofit and for-profit subsidiaries include IMA World Health and its fundraising brand Corus World Health, Lutheran World Relief, CGA Technologies, Ground Up Investing, and Farmers Market Brands. Our more than 800 employees around the globe are experts in their fields and dedicated to helping the world's most vulnerable people break the cycle of poverty and lead healthy lives.

At Corus we believe that good only grows stronger and we reflect that belief in our workplace culture. We value every employee's specialized area of expertise and nurture professional growth. We promote an engaging and supportive work environment, where employees feel enabled and driven to innovate, learn and collaborate. And because our subsidiaries often function as partners, our employees have the opportunity to work across our enterprise family.

Corus is committed to diversity, equity and inclusion in our worldwide workplace, and we believe that social justice and respect for the human dignity of every person are fundamental to all we do as an organization.

Further details about the organization can be found at: <https://corusinternational.org>

## Job Brief:

**Position Summary:** Provide an overview of the position, outlining the objectives and the key responsibilities of the role.

The SRD/IIIS is primarily responsible for financial modeling, financial management, accounting, and reporting related to Corus' for-profit impact investing (i2) program. This is a key position that provides expertise in financial research, portfolio management, investment consulting, risk analysis and risk management. Along with producing financial models for investment opportunities, providing in-depth analysis of investee companies. This role ultimately provides a recommendation to the Impact Investing Board about potential investment opportunities. This is a unique role that requires standard financial reporting and planning knowledge along with investing, and financial modeling expertise. S/he will ensure that all i2 projects maintain a high standard of quality and integrity of financial data.

**Key Result Areas:** KRAs indicate the core responsibilities, deliverables, and quality standards required for the individual to be successful in his or her role.

The success of this role is measured principally by the following timely KRAs:

1. Pre/Post investment valuation analysis of potential and actual investee companies
2. Pre/Post due diligence analysis of financial, audit, tax, business, and operational states of potential and actual investee companies
3. Recommendations made to the Impact Investing Advisory Committee
4. Analysis, calculation and reporting of financial social impact of investee companies
5. Maintenance of debt and equity investment schedules, including loan amortizations schedules showing interest due from investees
6. Maintenance of working capital loan schedules, including loan amortization schedules showing principal and interest due from investees

## Roles and Responsibilities:

**Leadership and Management:** Responsibilities to communicate, drive organizational vision and strategies, and foster Corus' culture of spiritual health and integrity. Tasks include overseeing safety and security of team members, management and development of team members, crisis management, financial stewardship and management, and contributing to initiatives and processes. **For people management positions, this category is mandatory and tasks must align with the advancement of Corus' theory of change.**

1. Serve as the liaison between Accounting & Finance and the Ground Up Investing team.
2. Member of the Impact Investing (i2) Leadership developing departmental strategies and workplans that will support the achievement of overall strategy and goals of Corus.
3. Conduct research and analysis of key investment themes, by impact area and asset class, that will affect Corus' existing investments and inform future ones.
4. Provide financial analysis of Ground Up Investments' debt and equity investments, financial subsidies provided to investees, and operating costs of the i2 program to Corus executive leadership for use in decisions.
5. Serve as a thought-partner to the leadership of i2, including those at Ground Up Investing, LLC and social investees in the Ground Up Investing investment portfolio.

**Strategy & Knowledge Development & Implementation:** Responsibilities that formulate objectives, priorities, and the implementation of plans consistent with the long-term interest of the organization in a global environment. Tasks may include content development, briefing a stakeholder, informal trainings, etc. **For those in a leadership position, this category is mandatory and must include theory of change responsibilities.**

1. Responsible for the preparation of required financial analysis and reports for portfolio companies, Ground Up Investing, Corus Board, Investment Advisory Committee, and Leadership Team.
2. Provide a financial framework for analyzing investee business plans and feasibility of proposed investments and appropriate types and levels of investment (debt vs. equity).
3. In partnership with i2 team, design and evaluate strategic initiatives and then present to the Investment Advisory Committee for final decision making.
4. Pre-investment financial analysis of potential investees:
  - a. Conduct investment valuation analysis (Discounted Cash Flows, Free Cash Flow Analysis, Internal Rate of Return. etc.) for the new opportunities and ensure methodologies and valuation processes are conducted consistently across the assets.
  - b. Review financial aspects, business, and operational plans, and identify additional diligence needed to support the i2 team's presentation of potential investments.
  - c. Review audits and other financial and governance documents of investees (tax filings, Board minutes, other) to discern financial health of the company.
  - d. Evaluate the risks related to the proposed investment instruments, adjust the required returns accordingly and ensure it is appropriately reflected in the investment valuations.
  - e. Based on the due diligence study, draft recommendations for the Investment Committee.
  - f. Manage the transactions through closing. Work with external and internal legal councils to structure and optimize shareholder agreements.
5. Post-investment financial analysis of actual investees:
  - a. Ongoing review of financial performance of investee entities, including budget execution, going concern analysis, and budgeting and forecasting.
  - b. Assist i2 staff with analysis, calculation, and reporting of financial social impact of investments (including identification of additional metrics as appropriate).

**Policies and Procedures:** All responsibilities that include drafting proposals, memorandums, policies, best practices, and process documents, both internally and externally.

1. Participate and/or lead development of various policies for i2 (at the Ground Up Investing level) to ensure best practices, proper controls, and relevance from a finance perspective. May include, but is not limited, to:
  - a. Co-investment and partnership
  - b. Cost sharing/cost recovery
  - c. Technical support to investees
  - d. Financial and programmatic performance reporting by investees
  - e. Dividend policies
  - f. Measurement of social impact
  - g. Management policies
  - h. Authority policies
2. Ensure compliance with existing policies and principles relating to impact investments.
3. Responsible for compliance with Delaware reporting and registration requirements (for Ground Up Investing and Farmers Market Brand).

**Communication:** Organized planning, delivering, monitoring and revising communication, both internally and externally, to ensure its flow from top to bottom clearly.

1. Quantitative grasp of complex issues while able to distill the facts and focus on key business needs.
2. Independent decision-maker, while keeping direct and indirect supervisors apprised of important matters.
3. Over-communicator (interpersonal, written and spoken), with a "can-do" positive and proactive attitude.
4. People-person with the ability to quickly develop trusted relationships with internal and external stakeholders.
5. Capability of influencing others in a global, cross-functional organization; consultative and creative.

6. Flexibility and the willingness and ability to respond to a rapidly changing environment and manage multiple priorities and projects while working as part of an inter-departmental team.

**Documentation, Reporting & Data Management:** Responsibilities related to data gathering, data analysis, data entry, reports of all kinds, minutes of the meeting, and application of technical knowledge to achieve program goals.

1. This position combines investment asset management and technical support to social enterprises (investees) as applicable and needed.
2. In asset management, this position will manage the financial side of Corus impact investment strategy to optimize the balance between the impact and financial returns and the expected risks associated with the philanthropic assets.
3. This position will be key to the growth and success of investment capital for direct investments while also providing the appropriate structures of financial instruments extended to the social enterprises as sources of capital based on the needs/capacity of the investees.
4. Identify gaps and build capacity around accounting and finance processes, systems (including general ledger), and policies to facilitate the establishment of appropriate best practices for investee organizations.
5. Assess required competencies for investee entities and assist in identifying solutions where required competencies are not present.
6. Recommend consultation with experts around country-specific taxation or reporting requirements, as appropriate.
7. Requires international travel to assess and support investee entities in these areas.

**General Accounting & Statutory Compliance:** This category should include all financial activities of the office to meet day-to-day operational needs. This will also include statutory responsibilities.

1. *This position works with global Corus finance staff on accounting, consolidation, audit support, and reporting matters related to the i2 program, as well as serves as a knowledge resource in strategic and due diligence matters related to i2.*
2. Responsible for ensuring Corus' i2 activities are properly tracked in the accounting system and consolidated in Corus' financial statements.
3. Support i2 leadership in Corus' budgeting and forecasting efforts.
4. Review monthly financial performance of Corus' i2 program and lead analysis for budget variances.
5. Monitor availability of restricted and unrestricted funds available for i2 and advise supervisors and colleagues of status.
6. Maintain debt and equity investment schedules, including loan amortization schedules showing interest due from investees.

### Supervisory:

*This section outlines the reporting structure for the position, stating which role this position reports to and which roles report to this position.*

1. **Directly Reports to** – Associate Vice President of General Finance and Accounting
  - a. Indirectly Reports to – Senior Vice President for Finance and Administration / CFO
  - b. Indirectly Reports to – Managing Director, Impact Investing (Ground Up Investing)
  - c. Indirectly Reports to – Ground up Investing Managing Board of Directors
    - i. Daniel Speckhard, Corus President and CEO
    - ii. Corus Managing Director, Impact Investing
2. **Direct Reports** – N/A

### Education & Experience:

Requirements which may include minimum and preferred educational and job-related experience, computer proficiencies, required certifications, language requirements (speaking, reading, and writing) etc.

MBA in Finance or CFA Level III holder, with at least 10 years of experience in M&A/investment/equity analysis and research

### Qualifications:

Requirements which may include specialized knowledge or skills necessary to perform a specific role.

1. Understand valuation methodologies, corporate transactions, capital markets, and financial/non-financial investor concerns, especially the role of corporate governance from an investor perspective
2. Comfortable with ambiguity and able to prioritize, anticipate, and deliver multiple (sometimes competing) objectives within deadlines
3. Excellent communication skills and attention to detail
4. Strong critical reading skills and analytical ability, including financial and quantitative literacy
5. Excellent financial modeling and analytical capabilities in EXCEL
6. Strong working knowledge of debt and equity capital markets
7. Ability to understand and solve complex financial transactions
8. Ability to develop transaction structures to solve business problems and create shareholder value
9. Ability to understand complex legal documents and negotiate commercial terms on behalf of the Company  
Ability to travel (up to 25% of the time) to remote regions which may include adverse conditions and/or disaster zones. Ability to withstand extremes of temperature and altitude

### Other Duties:

This job description is not designed to cover or contain a comprehensive list of activities, duties or responsibilities for the position. Duties, responsibilities and activities may change at any time with or without notice. All positions are required to perform any additional tasks assigned by the supervisor. Global positions that are bound by contracts will not be changed without notice and approval.

### Working Conditions, Travel and Environment

- The duties of the job require regular attendance at least 5 days/week. The employee must be available to work outside normal office hours or on the weekends as required.
- This position must be able to travel as required for standard domestic and international business purposes. While performing the duties of this job in different locations, the employee may be exposed to precarious settings under high security risks and/or very basic living conditions and outside weather conditions, as well as to infectious diseases.

### Diversity, Equity, Inclusion and Zero Tolerance to Abuse

As a member of the Corus Family, each employee is expected to:

- Help to develop and maintain an environment that welcome and develop a diverse workforce.
- Foster a work environment where everyone feels valued and included.
- Support employees' evaluation and promotion processes based on skills and performance.
- Promote a safe, secure, and respectful environment for all members of Corus family, stakeholders in general, and particularly for the communities we serve.

- Follow Corus Code of Conduct helping to prevent any type of abuse including workplace harassment, sexual abuse and exploitation, and trafficking in persons.
- Adhere to the Organizational Core Values

*Corus International prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, age, national origin, disability status, sexual orientation, protected veteran status, or any other characteristic protected by U.S. or International law.*