



## **VICE PRESIDENT, FINANCE & OPERATIONS**

*“The progress that our students have made in recent years is inspiring – there is no doubt that they are capable of achieving at high levels and leading Tennessee into a bright future. While education stakeholders are already working together in exciting ways in Tennessee, it is our responsibility to redouble our innovative efforts to ensure that we are supporting our students to truly excel and thrive. The future of our state depends on it.”*

- Senator Bill Frist, Chairman and Founder, SCORE

### **ABOUT SCORE**

Tennessee has been making significant progress in advancing a bold education reform plan over the last decade and is now a leader in the nation in dramatically improving student achievement. Tennessee has been among the fastest improving states for student achievement according to the Nation’s Report Card.

While Tennessee has made significant gains, there is much still to do – in public K12 education, in college and career readiness, and in postsecondary completion. The State Collaborative on Reforming Education (SCORE) plays a critical role in advancing student achievement, aligning K12 and postsecondary, and ensuring that all students can achieve career and life success. We work to monitor statewide progress in support of a prioritized agenda that drives collaboration across the state on policy while generating proof points and providing targeted support for implementation across the state.

SCORE is an independent, nonprofit, and nonpartisan organization founded by former US Senate Majority Leader Bill Frist and is dedicated to the goal that all students can achieve success in college, career, and life. SCORE supports student success in public schools across Tennessee by ensuring all schools and systems meet high expectations; preparing, recruiting, supporting, and retaining excellent teachers and leaders; and aligning K-12 and college with career and life success.

SCORE is based at Vanderbilt University’s John Seigenthaler Center. For more information on SCORE, please visit [www.tnscore.org](http://www.tnscore.org).

### **OVERVIEW OF THE POSITION**

The Vice President, Finance & Operations will play a critical leadership role in advancing SCORE’s work as the organization grows and implements our strategic plan. S/he will lead the organization’s finance, operations, HR and IT functions, and manage a team of seven. Reporting to SCORE’s President & Chief Executive Officer (CEO), the VP, Finance & Operations will serve as a strategic thought partner to the CEO and the rest of the leadership team, and play a critical role in designing and executing strategic initiatives.

### **KEY RESPONSIBILITIES**

#### **Strategic Leadership**

- Serve as a strategic thought partner to the CEO and the rest of the leadership team and work collaboratively to design and execute strategic initiatives across the organization
- Support SCORE’s Board of Directors and ensure committee and board meetings are effective; communicate timely, accurate and insightful information and reports
- With the leadership team, cultivate an organizational culture that embodies SCORE’s values of collaboration, optimism, courage, excellence, and innovation
- Support the development of SCORE’s fundraising strategy and help support relationships with local, state, and national funders

### Financial Management

- Ensure financial sustainability of the organization through budgeting, forecasting, financial planning and analysis, cash management, and investment strategies
- Lead the development of grant, programmatic, and project budgets and reporting
- Oversee the annual audit process and ensure a clean financial audit
- Manage strategic and targeted investments through the innovation fund, fiscal sponsorship, and sub-grants
- Establish strong internal controls and ensure compliance with GAAP and all applicable state and federal laws

### Human Capital and Business Operations

- Set the strategic direction and provide oversight of the organization's human capital strategy, including workforce planning, recruitment, retention, onboarding, compensation practices, benefits management, and performance management
- Manage the organization's critical infrastructure and lead implementation of scalable business processes and systems
- Manage contractors, vendors, legal and insurance; ensure the organization is effectively managing risk and complying with state and federal laws and regulations

### Team Leadership

- Hire and lead a high performing finance and operations team that embraces SCORE's core values
- Clarify roles and responsibilities; establish and monitor performance goals to ensure achievement of SCORE's goals in this next phase of growth and impact
- Implement professional development to set employees up for success and professional growth and provide regular and targeted coaching to team members

### **CANDIDATE REQUIREMENTS**

- Alignment with SCORE's mission and core values
- Bachelor's Degree required; MBA preferred
- 7-10+ years of progressive leadership experience in management consulting, finance, and/or operations
- Experience working in a fast-paced educational environment, nonprofit, or social enterprise preferred
- Strong relationship-building and communication skills; ability to engage with stakeholders at all levels, including senior executives
- Proven project management skills with the ability to translate strategies from plans to action, and to implement them with strong attention to detail
- Exceptional analytical and problem-solving skills, as well as strong financial modeling skills
- Inspirational and servant leader with experience managing teams
- Exceptional integrity, a commitment to personal and professional growth, and intellectually curious

### **COMPENSATION**

Compensation will be competitive based on the candidate's previous experience and credentials.

### **TO APPLY**

SCORE has engaged [DGW Consulting Group](#) to lead the search for our next VP, Finance & Operations. To submit a compelling cover letter and resume please apply [here](#). Application materials should be submitted by August 9, 2019. If you have any questions about the position, please contact DeRonda Williams at [dwilliams@dgwgcg.com](mailto:dwilliams@dgwgcg.com)