



# Director of Finance/CFO

HALF | TIME  
TALENT SOLUTIONS

# Concerned Women for America

## Our Mission

The mission of CWA is to protect and promote Biblical values among all citizens — first through prayer, then education, and finally by influencing our society — thereby reversing the decline in moral values in our nation.

## Our Vision

The vision of CWA is for women and like-minded men, from all walks of life, to come together and restore the family to its traditional purpose and thereby allow each member of the family to realize their God-given potential and be more responsible citizens.

## History

In 1978, Beverly LaHaye watched a Barbara Walters television interview of Betty Friedan, activist writer and founder of the National Organization for Women. Friedan told Walters that feminism would liberate America's enslaved women and that she would be their voice.

*"I'm speaking for the women of America,"* said Friedan, something that intrigued Mrs. LaHaye. *"So I thought 'Well, I'd better hear what she is saying since she is representing us.'"*

*"I listened and she ended her little, brief interview by saying, 'And Barbara, I plan to spend the rest of my life seeing that America becomes a humanist nation.' After what she had said, if that is what a humanist nation was going to be like, I did not want any part of it."*

And thus was planted the seed that grew into today's largest public policy women's organization: Concerned Women for America (CWA).



## Current CEO/President – Penny Young Nance



Penny Young Nance has been the CEO and President of CWA since 2010. She previously served as President of Nance and Associates and advised the Federal Communications Commission (FCC) Chairman and the Commissioners on media and social issues, mainly concerning children. In this Special Advisor capacity, Penny served as a liaison and provided outreach to Congress, public interest groups, and industry leaders.

Named as one of the top four most powerful pro-life female voices by the Christian Post, Nance stands as a leader on the issue of pro-life messaging and policy. She is a weekly political commentator and a popular speaker at national events, and appears on all major television networks -- ABC, NBC, CBS, FOX News, C-SPAN, MSNBC, and CNN -- as a commentator on contemporary events and as an expert on domestic issues. She has been featured in numerous publications, including the New York Times, USA Today, The Wall Street Journal, and serves as a Christian Post Senior Advisor.

Nance oversees CWA's multi-issue agenda, which includes protecting and supporting the Biblical design of marriage; protecting the sanctity of human life; reforming public education by returning authority to parents and making accessible alternative forms of education; ending sexual exploitation by fighting all forms of pornography, obscenity, prostitution, and sex trafficking; defending religious liberty by supporting the God-given rights of individuals in the U.S. and other nations; endorsing national sovereignty through supervision of United Nation's efforts and budget restraint embodying responsible spending; and supporting Israel and the Jewish people.

## Programs

CWA is the largest nonprofit public policy women's organization in the country. CWA promotes biblical principles and informs, connects and mobilizes 500,000 participating CWA members across the country, over 450 Prayer/Action Chapters and Home teams, 23 Young Women for America (YWA) Chapters, and 600 trained leaders. CWA is a highly effective grass roots model for engaging like-minded citizens in promoting conservative and constructive public policy alternatives to existing and proposed legislation which might undermine the Biblical principles and moral values of our country.

Since its early days, CWA has been involved in legal cases and legislative battles that fall under its core issues of abortion, heterosexual marriage, education, pornography, religious freedom and national sovereignty — which CWA explains is a belief that other organizations, such as the United Nations, shouldn't have a say in what the United States does, and that the U.S. "has the right and duty to protect and secure our national borders." CWA's mission is "to protect and promote Biblical values among all citizens — first through prayer, then education, and finally by influencing our society — thereby reversing the decline in moral values in our nation."

The [Beverly LaHaye Institute \(BLI\)](#) is the research arm of Concerned Women for America. BLI filed an amicus brief in January 2014 in *Sebelius vs. Hobby Lobby*. Most of the amicus briefs in the Hobby Lobby case focused on religious freedom issues. BLI's brief had a unique focus on rebutting the government's argument that the birth control mandate imposed by Affordable Care Act would improve women's health and prevent unintended pregnancies. The BLI brief rejected a clear-cut notion of "intended" and "unintended" pregnancies. BLI argued that the government's evidence, based mostly on a 2011 Institute of Medicine report, did not prove the birth control mandate would increase use rates for birth control or that unintended pregnancies harm women's health. The brief also argued against the government's claim that the mandate promotes "gender equity."

## Director of Finance

### Position Overview

The Director of Finance maintains proper control over the company's finances and ensures that the physical needs of the office are maintained. CWA currently maintains both a 501(c)(3) and 501(c)(4) status, and while the two classifications are considered nonprofits and there are many similar characteristics, there are crucial differences between these two types of nonprofit organizations and it is important to understand the distinction. CWA also currently operates a Political Action Committee (PAC) called CWPAC, although continuation of this entity is under review.

The Director of Finance reports to the President/Chief Executive Officer and will partner with her in vision casting and setting financial goals for the organization.

### Responsibilities

The Director of Finance will hold the following responsibilities:

- Analyze all financial data; provide consultation for decision-making
- Establish budgets; set-up internal controls and audit trails
- Provide sound leadership to Department of Finance staff members
- Maintain all employee records including payroll, health insurance, and tracking of other benefits
- Coordinate data to the general ledger and financial reports
- Make cash flow and bill payment decisions
- Coordinate annual financial audit
- Give financial analysis of pending contracts
- Present financial reports to Board of Trustees and attend Board meetings
- Manage data flow with caging, batching, and computer database
- Supervise flow of daily mail and prompt responses to constituent questions

- Coordinate activities of department staff
- Work with the President/CEO in direct mail and fund-raising activities
- Supervise compliance with employees who have access to corporate credit cards, cell phones, and other equipment provided by CWA
- Create or improve processes as needed for better efficiencies

## Requirements

- Bachelor's degree required with a preference for Accounting or Business major.
- CPA preferred
- 10 or more years in financial leadership positions. Professional experience may be in non-profit entities or marketplace. Candidates with only corporate experience should have non-profit experience in the form of volunteering and/or Board service.
- Proven ability to submit timely reports and wise financial guidance
- Experience with direct mail programs a plus
- Alignment with CWA's Statement of Faith

**For more information, or to apply for this position, please contact**

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