



# DIRECTOR OF FINANCE

# ABOUT LEGACY CHRISTIAN ACADEMY

## HISTORY & MISSION

Legacy Christian Academy is the dream of three families who met in the fall of 1998 to discuss and pray for the development of a Christian school in Frisco, Texas. Their prayers formed the foundation of a school that was yet unseen, and their faith secured the legacy that would soon be their children's education. In September of 1999, with approximately 120 students in Kindergarten through 9<sup>th</sup> grade, LCA opened its doors to begin its first school year.

Today, Legacy Christian Academy is a close-knit community where almost 1,000 students are nurtured and challenged to develop their God-given gifts, and encouraged to discover and embrace their identity and purpose in Christ. As a Christ-centered school, LCA integrates faith and learning by teaching all subjects from a biblical worldview and by acknowledging that "all truth is God's truth." As a college-preparatory school, LCA offers a curriculum that meets or exceeds the admission requirements of the most selective colleges and universities in the nation

## WELCOME TO LCA!

*Legacy Christian Academy offers an education balanced in academics, athletics, and fine arts within a Christian community to equip strong leaders with biblical convictions for tomorrow.*



View our [video](#) for more information.

# OPPORTUNITY

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## OVERVIEW

The Director of Finance manages all financial functions for Legacy Christian Academy. The Director will also support and advise Legacy Christian Academy's Leadership Team with financial planning, analysis, and strategy. The Director works in partnership with, and reports to, the Head of School for LCA.

The ideal candidate will possess at least 5 years of public accounting audit experience or controller experience in nonprofit or marketplace settings. He/she should have advanced knowledge in finance, accounting, budget management and reporting, compliance procedures, and regulatory requirements. He/she must also have a track record of successful staff leadership and management. Above all, the candidate must live a life which actively reflects Legacy Christian Academy's mission, vision, and core values.

## RESPONSIBILITIES

- Manage all areas of finance, accounting, and treasury.
- Communicate with the Leadership Team members through all required monthly updates, financial reports, daily, monthly, quarterly, and yearly statistical data.
- Provide direction and supervision of direct reports and offer professional growth and development.
- Develop and communicate goals and objectives; monitor, evaluate, and provide constructive feedback and direction to direct reports.
- Conduct annual performance and ongoing evaluation.
- Provide continuing education to internal staff regarding budgetary decisions and processes.
- Oversee budgeting and the implementation of budgets to monitor progress and present financial metrics.
- Develop financial business plans and forecasts.
- Assist in development of short, medium, and long-term financial plans and projections.
- Represent the organization to financial partners, including financial institutions, auditors, foundation executives, and others.
- Review and sign off on maintenance of appropriate internal controls and financial procedures.
- Participate in the development and execution of LCA's vision and strategic objectives as a member of the Leadership Team.
- Remain up-to-date on nonprofit audit best practices and state and federal law regarding nonprofit operations.
- Maintain compliance with LCA's employee policies and procedures.
- Maintain compliance with all state and federal laws and regulatory requirements.

# OPPORTUNITY

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## QUALIFICATIONS

- Bachelors degree; Masters in Accounting preferred.
- 5+ years of public accounting audit experience of controller experience.
- CPA preferred, but not required.
- In-depth understanding of the field of finance and accounting.
- In-depth understanding of, or experience in, financial management for nonprofits or similar organizations.

## KEY CANDIDATE CHARACTERISTICS

- Excellent leadership skills and team-oriented management approach; ability to effectively manage staff in areas such as selection, development, coaching, motivation, scheduling, and performance evaluation.
- Excellent interpersonal skills; ability to relate positively, influentially, and sensitively to a broad spectrum of persons in a variety of multi-tiered relationships and settings including but not limited to co-workers, peers, and Board members.
- Highly-organized with the ability to multi-task and manage a variety of task types.
- Strong communication skills; ability to communicate the vision and values of Legacy Christian Academy both internally and externally.
- Commitment to integrity and biblical teachings; Christ-centered perspective and motivation demonstrated in both professional and private life. Must be able to fully support LCA's Doctrinal Statement.
- Active membership in a church whose spiritual beliefs align with LCA's Doctrinal Statement.

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

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