



Congregation of the Sisters of St. Joseph of Peace

Pursuing justice, we seek God's gift of peace.

OPPORTUNITY INVITATION

Chief Financial Officer

Englewood Cliffs, New Jersey



[THE CONGREGATION OF THE SISTERS OF ST. JOSEPH OF PEACE \(CSJP\)](#) has roots dating back to the late-19th century, when the organization’s founder, Mother Francis Clare (Margaret Anna Cusack), sought to educate young immigrant women. Inspired by Mother Clare’s work, other women joined her in ministry, and together they formed their own community with the goal of promoting peace in family life, in church, and in society.

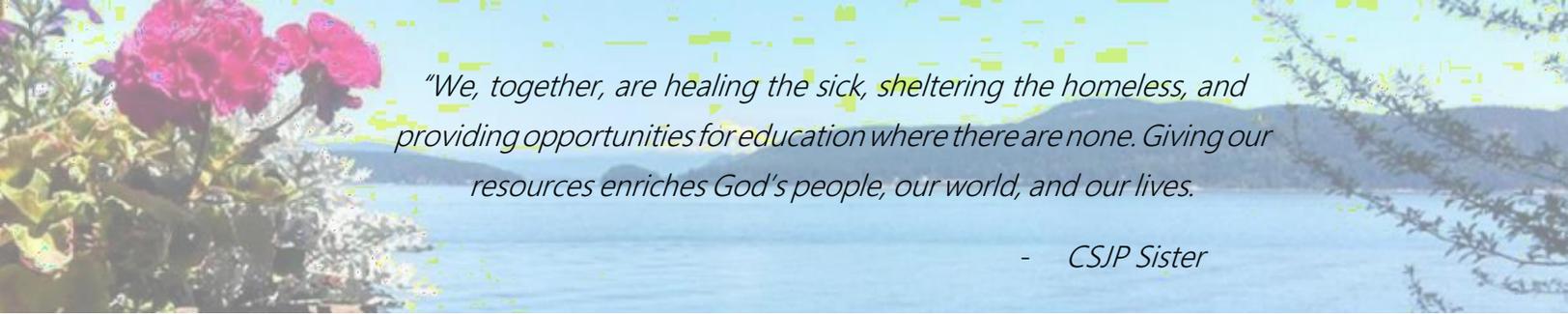
CSJP is organized as a “Public Juridic Person” under Roman Catholic church (canon) law. CSJP is also organized through various civil corporations in the jurisdictions where they live and operate. In 2008 CSJP voted to merge their church structure into one Congregation Structure. However, they still have civil corporations in each location. What this means in terms of finance is that while CSJP finances belong to the Congregation, they are managed where they “grew up.” The Congregation Leadership Team and Chief Financial Officer have responsibility for the finances of the whole community, united in purpose, consolidated in financial reporting and accountability and serving in the United Kingdom, the Eastern United States (New Jersey) and Western United States (Washington).

Today, the Congregation includes both vowed members (sisters) and lay women and men associates in each of the three Congregational locations. Following in the footsteps of Jesus and with a sense of gratitude and enthusiasm, members of CSJP continue to pursue intimacy with God and unity with all creation in order to live the Gospel and carry out actions for justice around the world, especially on behalf of people experiencing poverty and women and children.

The mission of Sisters of St. Joseph of Peace is to make Christ’s gospel of peace come alive through works of justice. CSJP loves and labors faithfully to carry on this mission through education, healthcare, and social services. CSJP believes that by extending compassionate care to others, especially to those who are most vulnerable, the ‘reign of God’ is brought forth here and now, helping to make the world a more just, loving, and peaceful place for all.



[Watch the video to learn more about the CSJP history and mission.](#)



"We, together, are healing the sick, sheltering the homeless, and providing opportunities for education where there are none. Giving our resources enriches God's people, our world, and our lives.

- CSJP Sister

SISTERS OF ST. JOSEPH OF PEACE CORE VALUES

Compassionate Care

By extending compassionate care to others, especially to those who are most vulnerable, CSJP brings forth the 'reign of God' here and now, helping to make the world a more just, loving, and peaceful place for all.

Peace Through Justice

CSJP's mission is to make Christ's gospel of peace come alive through works of justice.

Preferential Options for the Impoverished and Vulnerable

Any ministry carried on in the name of Jesus will be a place of care and compassion for all, especially for those who are frail and vulnerable, for those who are poor and on the margins of society.

Respect for Human Dignity

Every person who participates in, as well as those who receive benefit from, works of compassion and care will find in each of the ministries a spirit of peace, respect, collaboration, and justice.

Responsiveness to Signs of the Times

CSJP responds with the flexibility required by changing needs and remains open to engaging in new forms of ministry.

Care of Creation and Stewardship

CSJP asks that those who nourish and sustain these ministries may be good stewards of all that is given into their hands – people, resources, earth itself.

Collaboration

CSJP expects a willingness to reach out to others, and relies on the competence, talent, wisdom and willingness co-workers bring to the tables of conversation and to the work of ministry.

Solidarity

CSJP's response demands a firm commitment to work for justice in solidarity with our sisters and brothers.



The CFO Opportunity

The Congregation of the Sisters of St. Joseph of Peace (CSJP) is currently seeking a Chief Financial Officer (CFO) to succeed the long-serving incumbent who will be transitioning at the end of 2019 into a well-deserved retirement. The new CFO will report to the Congregation Leadership Team. The ideal candidate will be a seasoned financial professional who demonstrates grounding in CSJP core values and who is committed to learning about, supporting, and respecting those in the vowed life of CSJP.

Since their foundation, CSJP has chosen to invest funds raised personally and from corporate ministry efforts in socially conscious ways. This large retirement fund (like a public employee or teacher retirement fund or other large pension plan investment fund) provides for international operations in three locations and the retirement needs for 135 vowed Sisters in the Congregation who range in age from 36 to 102. While the Congregation remains vibrant and active in ministry and impact investing, the community is in a period of transition with the current average age of 75+ which requires focus on risk management with long-term growth. Of more than 500 similar religious congregations in the U.S., only 33 are fully funded. CSJP is one of those whose needs are fully met without the need for fundraising, debt, or the sale of assets.

[Concord Advisory Group](#) (lead advisor - Scott Santin) is managing the globally integrated investment strategy (coordinating the work of [Sarasin & Partners](#) in the UK) that aligns with CSJP's "charism of peace calling the Congregation to practice radical hospitality, nonviolence, and care of creation." The active stewarding of this substantial investment portfolio in iconic international brands offers the Congregation visibility and a recognizable voice as advocates for socially responsible investments (SRI). Through morally motivated shareholder activism strategies the Congregation seeks to lead and/or align with like-minded SRI advocates. The Congregation seeks to inform and consult with the Boards and management teams of their portfolio companies. Their steady and consistent message is a supportive voice in companies that share their socially conscious values and a morally motivated call to action for those companies that might benefit from the prayerful persuading of investors with positions too large to ignore.

In the current market environment, the Congregation's investments have consistently produced \$5M-\$8M of income each year. After providing for retirement, long-term care and operational needs of the Congregation in each location,

the remaining income is donated, loaned, or invested in mission-motivated commercial enterprises that are responding to the most critical needs of the times, including climate and environmental protection, broader access to healthcare, sustainability of business models that produce social impact and a variety of human rights initiatives. The new CFO will play a key role in advising the Leadership Team in expanding and strengthening this footprint of proactive investing of the available investment income each year.

Reporting through the Congregation Treasurer to the CSJP Leadership Team, the CFO will provide expert financial guidance and executive counsel that leads to the effective management of all accounts, operations, and initiatives of the Congregation. Through insightful financial planning and accurate forecasting, as well as, the management of day-to-day finance and accounting and administrative operations under his/her direction, the CFO will serve as the senior leader of a team that embraces careful and creative stewardship of the Congregation's resources, their expression of ministry, and calling. S/he will be responsible for leading and guiding CSJP leadership in planning, developing, and measuring key duties, responsibilities, and deliverables as they pertain to consolidated financial operations of the Congregation. S/he will be a true partner with the Leadership Team as they exercise their fiduciary responsibilities in support of the mission of CSJP.

The CFO will lead a relatively new team of well-qualified, energetic Financial Managers and their staff members in each of the three regions of the Congregation (UK, NJ and WA). S/he will provide overall vision for financial strategy, forecasting, cash-flow management, internal and external reporting, financial systems integration (as appropriate) and policy for the organization in the U.S. and the UK. S/he will harmonize controls and processes, understanding the distinctive needs and culture of each region of the Congregation. The CFO will ensure the transparency and integrity of fiscal accountability and stewardship in keeping with the CSJP spiritual tenets and overall mission.

The CFO will also work closely with the Executive Director of [Peace Ministries](#) and serve as a member or ex-officio on each of multiple CSJP Committees (Finance, East, West and UK, Retirement Trust – East, Charitable Trust – West and Charitable Incorporated Organization Trustees – UK and Resources for Mission Committee). In this committee-driven community, collaboration and consensus building are essential elements of healthy decision-making in a culture that highly values unity and common purpose. The ultimate factor in each decision are alignment with the mission and service to the common good.



CFO AREAS OF RESPONSIBILITY & MINISTRY

- Serve as hands-on “servant leader” and “face” of CSJP’s Accounting and Finance Department(s)
- Devise and implement integrated strategies for overall financial planning and analysis across the Congregational entities
- Work closely and graciously with non-financial leaders of the congregation to educate, inform and motivate their best use of financial resources to accomplish the mission of CSJP
- Establish and maintain policies, internal controls for financial operations and accounting systems
- Manage banking relationships and oversee monthly, quarterly, and annual bank reconciliations and related reporting
- Direct all regulatory functions, IRS non-profit reporting procedures, and Charity Commission of England and Wales reporting requirements
- Prepare and present the Congregation’s financial reporting to the Leadership Team and other stakeholders, as appropriate
- Assume ownership of CSJP’s general ledger and systems enhancements needed
- Coordinate all accounting for CSJP’s fixed assets
- Oversee and creatively address the congregation’s risk management challenges and insurance relationships
- Mentor, develop and direct team of three Finance Managers in England, New Jersey, and Washington State, managing implementation of financial strategy and goals, training, problem resolution, performance evaluation, and the building of a cohesive Congregational financial working relationship
- Supervise regional Finance Managers to ensure that adequate internal accounting controls and procedures are in place
- Coordinate with regional Finance Managers to prepare for annual audit of financial statements
- Collaborate with Treasurer and IT and HR consultants to procure up-to-date financial IT systems and oversee continued refinement of HR guidelines and strategies to support the mission
- Travel as needed domestically and internationally to regional CSJP locations and relevant conferences and association meetings – Bursars Conference (UK), Resource Center for Religious Institutions - RCRI (US), Northwest Women Religious Investment Trust – NWRIT (US), Interfaith Center for Corporate Responsibility (ICCR), among others.

PERSONAL CHARACTERISTICS

- Servant leader offering skills and abilities in loving humility, in the model of Jesus' example of washing his disciple's feet (John 13:1-17)
- Committed and compassionate individual who shares CSJP core values with the spiritual and ethical maturity to actively support CSJP in fulfilling its mission through expert financial administration and execution
- Unwavering personal and professional integrity; relationship skills that foster trust, teamwork, and excellence in all areas
- Willingness to seek spiritual growth in CSJP core values and professional growth in support of the mission
- Willingness to participate in shared reflection/prayer times and attend any/all required staff and development meetings
- Commitment to working with diverse groups of all ages and promoting the human dignity of all, no matter their status in the organization
- Embraces the "principle of subsidiarity" as the concept of decision-making and accountability aligned with the level of management closest to the impact of those decisions, while maintaining the consolidated oversight responsibility of the CFO and the Congregation Leadership Team
- Excellent verbal/written communication and presentation skills; ability to deliver essential information in a clear and consumable manner
- Excellent problem-solving, analytical, and organizational skills
- Naturally detail-oriented with a keen business sense and innovation
- Emotional intelligence and spiritual discernment necessary to choose the methods and timing for the delivery of sensitive information carefully.

EXPERIENCE AND BACKGROUND

- Bachelor's degree required; Accounting, Finance or Economics strongly preferred; CPA, CFA, MBA and/or other relevant Master's degree will enhance the candidate profile
- Career of ascending leadership in finance/accounting/tax management with a working knowledge of related technical expertise
- Experience working closely with a passionate and mission-driven Board of Directors/Trustees equivalent to the Congregation Leadership Team
- Experience defining organizational financial strategy, processes and systems to consistently achieve financial and budgetary goals
- Industry expertise could include public accounting, financial services, family office management, higher education, corporate finance and accounting, financial management consulting or other relevant sectors
- Vocational or volunteer experience with non-profit accounting and financial systems
- Demonstrated experience in mentoring and staff development
- Project management experience preferred
- History of success in forecasting, cashflow management and investment account performance
- Comfort with working with Investment Committee to monitor performance of outside investment partners and works closely with the outside auditor
- Accomplished team building leadership focused on a healthy and supportive culture of personal excellence and accountability
- Ability to demonstrate commitment to the mission and culture of CSJP.

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

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