Finance Manager

Location: Hybrid – Towson, MD
Schedule: Monday–Friday, flexible hours; in-office required Wednesdays and Thursdays
Reports to: Chief Executive Officer
Salary Range: $90,000 - $100,000

Lead finance operations that support SFA's work with schools

At Success for All Foundation, we partner with schools to improve reading results across the whole school. Our model combines evidence-based literacy curriculum with the schoolwide systems, coaching, tutoring, and support that help strong instruction happen consistently across classrooms.

We are looking for a Finance Manager to help lead the financial operations that support this work. This role is ideal for an experienced accounting and finance professional who brings strong technical skill, sound judgment, clear communication, and a steady commitment to accuracy, accountability, and good stewardship.

The Finance Manager will manage key finance and accounting operations, including reporting, budgeting support, forecasting support, audit coordination, compliance, and team leadership. This person will work closely with the CEO and senior leadership to ensure SFA has the financial information, systems, and processes needed to make thoughtful decisions, manage resources responsibly, and sustain the work we do with schools.

You'll join a collaborative, experienced, and mission-driven team that cares deeply about supporting schools and one another. This is a hands-on leadership role for someone who can strengthen systems, guide people, manage complexity, and help connect financial operations to organizational impact.

What you'll lead:

Financial management, accounting and reporting

- Lead key elements of the monthly, quarterly, and annual close, ensuring timeliness, accuracy, and clear documentation of judgments and variances.
- Oversee revenue recognition in accordance with US GAAP, including reviewing and approving monthly entries, reconciliations, and supporting analyses.
- Prepare and review periodic reports, such as balance sheets, profit and loss statements, management reports, and other internal reporting.
- Maintain integrity of the general ledger, including coding structures, review processes, and documentation standards.
- Review and approve reconciliations and journal entries.
- Identify, investigate, and resolve accounting issues promptly.

- Support budgeting, forecasting, financial planning by preparing accurate reports, analyzing trends, and helping leadership understand financial implications.

Systems, processes, and internal controls

- Strengthen accounting workflows, documentation, and internal controls.
- Implement accounting system workflow improvements.
- Partner across departments to ensure accounting and finance implications are understood and built into operational processes.
- Identify areas for improvement and maintain clear process documentation.
- Help ensure financial systems and reports provide reliable information for decision-making.

Audit, tax, and compliance

- Manage the annual financial statement audit.
- Serve as key liaison between auditors and internal teams.
- Support preparation of the consolidated financial statements.
- Oversee the preparation and submission of regulatory filings, including Form 990.
- Support tax planning throughout the fiscal year and annual tax return preparation.
- Ensure ongoing compliance with US GAAP, FASB guidance, nonprofit reporting requirements, and internal control expectations.
- Proactively identify and address gaps in compliance, documentation, or process.

Team leadership and cross-functional partnership

- Manage the Finance Team who are responsible for billing, collections, and financial reporting.
- Conduct performance evaluations and support staff development.
- Identify training needs and help team members build confidence, accuracy, and effectiveness.
- Partner with senior leadership and colleagues across the organization to support clear financial communication and strong decision-making.
- Built trust as a practical, responsive finance partner to program, operations, development, and leadership teams.

What success looks like in this role

- Financial reports are accurate, timely, and useful.
- Close, audit, tax, and compliance processes run smoothly.
- Revenue recognition and general ledger processes are well managed.
- Budgets and forecasts support better planning and decision-making.
- Internal controls and documentation are stronger over time.
- Finance team members are supported, clear on expectations, and able to do strong work.

- Colleagues across SFA understand and trust the financial information they receive.

What you bring

- Bachelor's degree in Accounting or Finance required
- 7+ years of professional experience in accounting or finance, with strong experience in data analysis and reporting
- 3+ years' experience managing finance or accounting staff
- Strong knowledge of U.S. GAAP
- Experience managing close processes, reconciliations, financial reporting, audit preparation, and compliance
- Ability to translate financial information into clear insights for leadership and cross-functional colleagues
- Strong analytical, organizational, and problem-solving skills
- Ability to lead calmly, communicate plainly, and follow through consistently
- Nonprofit accounting experience preferred
- CPA or comparable professional qualification preferred

What we offer

- Hybrid work environment, with in-office presence in Towson, MD on Wednesdays and Thursdays
- Paid time off
- Medical, dental, and vision insurance
- Life and disability insurance
- 403(b) retirement plan
- Flexible schedule
- A dedicated, skilled, and mission-driven team
- Meaningful work that supports schools, educators, and students

Success for All Foundation is proud to be an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.