



Education System



## POSITION PROFILE

### Chief Financial Officer

April 2022



# THE COMMUNITY SOLUTION EDUCATION SYSTEM

The Community Solution Education System (TCS Education System or TCS) is an integrated, nonprofit system that works collaboratively to advance institutional sustainability, student success, and community impact. Founded in 2009, TCS fosters strategic partnerships that emphasize economies of scale, independent academic governance, and innovative business solutions in order to maximize the educational experience of students.

TCS Education System is made up of six distinct communities:

- The Chicago School of Professional Psychology
- Pacific Oaks College and Children’s School
- The Colleges of Law
- Saybrook University
- Kansas Health Science Center
- System Office

Each college and university community maintains its own brand, mission and vision, Board of Trustees, independent accreditation, and organizational structure. The System Office supports the operations and strategic goals of each college and university community. And while each community contributes uniquely to the overall success of the System, they all operate as one in meeting the needs of students, producing change agents, and serving our global community.

TCS Education System maintains an efficient and mindful balance of the academic community’s collective goals and each institution’s independent voice. Today, five colleges are counted among its ranks and the System fulfills the aspirations of more than 11,000 students across 12 separate campus locations and online. Leveraging a shared vision, scale, and cross-college collaboration, this student-centered system remains a leader in the successful application of this innovative model, and its colleges have prospered in an environment marked by unprecedented challenges. With this in mind, TCS continues to build even more efficient practices and processes, and anticipates that more like-minded institutions offering education grounded in social justice will join its ranks and further expand its reach. To learn more: [www.tcsedsystem.edu](http://www.tcsedsystem.edu)

## *TCS System Office Areas of Expertise*

Through collaboration and economies of scale provided at the TCS System Office, TCS Education System colleges and universities are able to reduce administrative costs while transforming the academic experience they offer their students. This cross-college cooperation is what TCS calls **The Community Solution**. TCS System Office offers expertise and professional services in the following areas to its community of colleges and universities:

- |                                     |                                 |
|-------------------------------------|---------------------------------|
| • Academic Support                  | • Information Technology        |
| • Global & Community Engagement     | • Legal, Regulatory, Compliance |
| • Admissions Operations & Reporting | • Marketing & Communications    |
| • Enrollment Services               | • Administration Support        |
| • Finance, Human Resources          | • Student Finance               |





## *Horizon 2025 Strategic Action Plan*

*“TCS Education System is a Premier Force in Higher Education renowned for its community of colleges, faculty, students, and employees and for its standing with accrediting and regulatory bodies, higher education experts, and the communities it serves. Horizon 2025 continues our commitment and passion for our mission of preparing innovative, engaged, purposeful agents of change who serve our global community. We always strive to evolve to meet the needs of tomorrow. We learn from our past and commit to the future, never resting on our laurels. We are many communities, locations, students, alumni, faculty, staff, trustees, and partners working every day to advance student success and impact communities.”*

To read more about Horizon 2025 click [HERE](#).

## *Education Beyond Borders*

With International Liaison Offices and service-learning initiatives around the world, TCS Education System is committed to preparing agents of change to serve a global community. Priorities are anchored by the following five pillars: Academic Partnerships, International Education, Faculty Exchanges, International Community Service, and International Students.

Benefits of an international strategy for all TCS colleges and universities include:

- Attracting students and faculty from a candidate pool that is no longer limited by geographic boundaries.
- Elevating the prestige of fellow colleges in a global market.
- Study abroad and service-learning experiences that extend beyond traditional classroom training.
- Opportunities for faculty and students to make a lasting impact through humanitarian projects such as *Teach with Africa* and *Global HOPE (Healing Opportunities through Purposeful Engagement)* in Rwanda.







# THE OPPORTUNITY

## Chief Financial Officer

TCS Education System is currently seeking a Chief Financial Officer (CFO) based in Chicago, Illinois. As a key member of the Executive Management team, the CFO reports to the President and assumes a strategic role in overall management of TCS Education System and its college and university communities.

The CFO has primary responsibility for planning, implementing, managing, and controlling all financially related activities. This includes accounting, forecasting, budgeting, strategic planning, real estate management, new affiliation analysis, banking, investment portfolio oversight, student finance, risk management, and performance reporting to multiple Boards of Trustees.

The Chief Financial Officer provides day-to-day management of priorities and is expected to be an experienced and entrepreneurial leader committed to fostering fiscal and operational excellence. This includes leadership and financial guidance that assures fiscal integrity, operational excellence, and growth across our multi-college organization. The Chief Financial Officer maintains an oversight leadership role with the colleges' finance and business teams and serves as the Corporate Treasurer for each college and TCS Education System.

### *Position responsibilities include, but are not limited to:*

- Provides innovative and creative leadership in executing short- and long-term strategic financial strategies.
- Co-leads assessment of candidates to join the TCS System or merge with colleges and universities in the TCS System.
- Directs and oversees all aspects of the Finance and Accounting functions of the organization.
- Provides recommendations to strategically enhance financial performance and business opportunities and, in collaboration with the General Counsel, co-manage ongoing enterprise risk management and insurance strategies.
- Management of financial planning and analysis to include preparation of the institution's budgets, forecasts, cash flow projections, monthly reporting, and long term financial plans.
- Oversees all aspects of Student Finance, including student financial aid, administration of Title IV funds, and compliance and reporting.
- Ensures that effective internal controls are in place and ensures compliance with GAAP and applicable federal, state, and local regulatory laws, including accreditor compliance and reporting.
- Oversees the management and coordination of all fiscal reporting activities for the organization including: income statement and balance sheet reports, reports to funding agencies, monitoring of organizational budgets.
- Supports financial reporting and information to Boards and committee meetings; including being the lead for the TCS Finance, Investment, and Audit Committee.
- Supports TCS System colleges and universities in their fund-raising and advancement efforts, liaises with the Chief Academic Officer to assist with procurement and effective stewardship/compliance of grants.

- Prepares metrics and business analysis to better inform management decisions.
- Assesses the benefits of all major contracts and advises on payments and terms.
- Establishes and maintains strong relationships with leadership teams across the System Office and colleges to identify challenges and seek a full range of business solutions.
- Works closely with the colleges' finance teams to ensure success in: accounting, accounts payable, financial reporting, treasury, payroll, property management.
- Trains senior management team and other staff in their knowledge of financial management including cost, budgeting, and controls.

### *Reports to the CFO:*

- VP and Controller with functions of accounts payable, accounting, payroll.
- VP of Student Finance with functions of financial aid and student accounts.
- Senior Manager Financial Planning and Analysis includes functions of planning, budgets, and analysis.
- Executive Assistant.
- Indirect reports: Finance Leads at colleges.
- Director, Risk and Treasury with the functions of risk, grants, donor database, cash and banking.

### *Position Requirements:*

- Ability to set and execute goals and objectives.
- Leadership skills to direct and oversee all aspects of Finance and Accounting in the organization.
- General higher education knowledge or proven capacity to master a new industry and effectively support operations.
- Ability to negotiate contracts and agreements.
- Understanding of how technology can be used to support the financial and operational functions of the institution.
- Demonstrated ability to define issues, develop alternatives, and build solutions in a complex environment.
- Demonstrated leadership in a matrix organization.
- Excellent analytical, professional, written and verbal communication and interpersonal skills.
- Experience relating to and effectively working with multiple constituencies (including Boards of Trustees) and ability to work effectively as a member of an Executive team.
- Ability to develop and implement a collaborative strategy and vision.
- Proficiency in managing cash flow, liquidity, and banking relationships.

### *Qualifications:*

- Bachelor's degree or higher in related field. MBA, or Master's degree or CPA highly desirable.
- 10+ years of progressive responsibility in a growing, complex, multifaceted organization; higher education experiences a plus.
- Experience in multi-location and/or multi-corporation environments.
- Demonstrated expertise in strategic planning, strategic finance, developing business processes, financial analysis, and budgeting.
- Experience coordinating efforts across functions and departments, and working effectively within a matrix organization.
- Experience managing multiple administrative functions within an innovative and growth-oriented organization.
- Ability to be flexible and adapt to change.

TCS Education System offers a generous compensation and benefits package, as well as the opportunity to work for a leader in the field of education. Some of its key benefits include generous paid time-off, medical and dental coverage, company-paid life and disability insurance, retirement plan with employer contribution, multiple flexible spending accounts (FSA), tuition reimbursement, professional development, and regular employee appreciation events.



## PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately and continue until the position is filled; parties who apply by **May 8, 2022** will be given first consideration. Please submit your CV/resume and cover letter outlining your interest in and suitability for this position. To apply online, go to: <https://theapplicantmanager.com/jobs?pos=su298>

***For more information or to offer recommendations or nominations:***

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TCS Education System is an Equal Opportunity Employer.



*Summit Search Solutions, Inc. is a boutique executive search firm dedicated to serving the education and nonprofit sectors nationwide. Based in Asheville, NC, Summit has a team of experienced recruiting consultants in strategic locations across the country including California, Colorado, Kansas, Maryland, New York, North Carolina, and Utah.*





# CHICAGO, ILLINOIS

Few cities in the world can match the character and culture of Chicago. Visitors and residents alike find world-class dining, museums, entertainment, and striking architecture in the largest and most visited city in the Midwest.

Chicago is the third-most populous city in the United States, with approximately 2.7 million residents. The city is traversed by the Chicago and Calumet rivers, and with many parks and green spaces, the city offers stunning natural beauty along with an urban landscape. Lake Michigan offers a wonderful escape, and Chicagoans can stroll the shoreline, play volleyball, bike, or jog along the lakefront. The Chicago Park District consists of 552 parks with over 7,300 acres of municipal parkland. There are thirty-three sand beaches, two world-class conservatories, sixteen historic lagoons, and ten bird and wildlife gardens.

As a multicultural city that thrives on the harmony and diversity of its neighborhoods, Chicago embodies the values of America's heartland - integrity, hard work, and community - and reflects the ideals in the social fabric of its 77 distinct neighborhoods. Some popular communities to explore in Chicago include Greektown, Chinatown, Ukrainian Village, and Little Italy.

- Chicago has one of the most inclusive LGBTQ+ communities in the nation. It was named "**City of the Year**" by *GayCities.com*.
- *Time Out* magazine ranked Chicago the **best city in the world** in 2018.
- Chicago is recognized across the United States as a passionate sports town with professional teams such as Chicago Bears, Blackhawks, Bulls, Fire, Cubs, and White Sox.

The dining choices in the Chicago area are as diverse as the people are, and everything from ethnic food to contemporary and innovative dining can be found. The city is home to twenty-three Michelin-starred restaurants. *Saveur* magazine even dubbed Chicago "America's New Culinary Star."

Chicago has long been known for theatre, from big productions at landmark venues in Chicago's downtown Theatre District to experimental works at small storefront theaters in outlying neighborhoods. When it comes to music, there are live performances of every kind every night of the week, although jazz and blues have a special place in the city's cultural history.

Chicago is a travel hub, which means it is easy to get to and from anywhere in the country or the world. Chicago is served by Midway International Airport on the south side and O'Hare International Airport, the world's third busiest airport, on the far northwest side. Once one is in Chicago, there are many convenient options for getting around, from bike paths and L trains to buses and cabs.



For additional information on Chicago, please visit:

<http://www.choosechicago.com/>

<http://www.cityofchicago.org/city/en.html>

