

POSITION PROFILE

Vice President And Controller

National Math and Science Initiative

Fully Remote within Contiguous United States



ABOUT THE NATIONAL MATH AND SCIENCE INITIATIVE (NMSI)

The **National Math and Science Initiative (NMSI)** is a national nonprofit organization dedicated to transforming math and science education in today's classrooms and ensuring that all students have the knowledge and skills to thrive in the global economy of the 21st century.

Founded in 2007, NMSI began by dramatically improving student participation and success in rigorous Advanced Placement math, science and English courses in 85 courses across seven states. Today, NMSI has scaled its proven program to serve more than 1.5 million students, 50,000 teachers, 1,000 high schools and 45 universities across 40 states, and is having a demonstrable and lasting impact on student outcomes.

MISSION

NMSI strives to advance STEM education to ensure all students, **especially those furthest from opportunity**, thrive and reach their highest potential as problem solvers and lifelong learners who pursue their passions and tackle the world's toughest challenges.

NMSI promotes and provides high quality STEM education at the local, school system and national levels.



92

full-time staff

418

part-time staff

94

partner school systems
SY2019-2020

1,300+

partner school systems
since 2007

65,000+

teachers trained since 2007

2M+

students since 2007

6,000+

new stem teachers since 2007

ABOUT THE NATIONAL MATH AND SCIENCE INITIATIVE (NMSI)



Local

Success for NMSI's school partners starts in the classroom. We provide evidence-based resources and constantly evolving **best practices** for students and teachers across grade levels.



School Systems

System-level changes are critical to sustaining classroom gains. NMSI works with **school system leaders** to build mindsets and practices focused on STEM education and inclusion.



National

NMSI helps shape federal, state and local policies that support equitable learning by **elevating local voices** and **collaborating with partners** to ensure high-quality STEM education. NMSI's work empowers communities and builds the foundation for opportunity, prosperity, equity, and inclusion.



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Prosperity

Students who pursue STEM-based careers have greater earning potential and STEM skills increase success in all careers and endeavors. That leads to individual and community prosperity.



Equity

Individual and community prosperity increase opportunity, particularly in employment, education, and entrepreneurship. That supports equity through inclusive mindsets and practices.



Inclusion

Inclusive mindsets and practices create anti-racist systems and policies that promote collaboration across race and culture. That contributes to acceptance of differences and valuing diversity as an engine of innovation.



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NMSI Next, the five-year strategic plan, deepens NMSI's commitment to transform its current programs. In doing so, NMSI will also launch a bold approach to partner with school systems to drive outcomes not only at the student and school system levels, but also at the regional and national levels. NMSI Next is anchored to the concept that the whole will be greater than the sum of the parts and that teamwork and program work go hand in hand. Additionally, NMSI's impact at the school system, regional, and national levels will reinforce itself to ensure population level outcomes.

LEARN MORE:

nmsi.org

STEM education is the greatest lever to accessing opportunity and is unmatched in unlocking student potential.

Specifically, NMSI Next will implement the following strategic levers so that **all students, especially those furthest from opportunity, thrive and reach their highest potential as problem solvers and lifelong learners, pursue their passions, and tackle the world's toughest challenges.**

- Catalyze bold thinking and enduring solutions for all students nationally.
- Collaborate with regional stakeholders to drive sustainable changes.
- Provide school systems a world-class K-12 solution set.
- Build a strong, sustainable, and nimble organization positioning us to deliver exponential impact.



ROLE SUMMARY

As a senior leader on the Finance team, the Vice President and Controller is responsible for developing and maintaining NMSI's accounting operations, including the accounting, payroll, accounts payable, and accounts receivable functions. This senior management level position also helps guide NMSI's strategic financial decisions and ensures that expenses are accurate and in line with projected revenue.

The Vice President and Controller will:

- Contribute to the development of NMSI's strategic goals and objectives as a member of the Senior Management Team;
- Oversee accounting operations including, but not limited to, financial statement preparation, accounts payable, accounts receivable, and payroll;
- Be responsible for grant management, reporting, and compliance, including Federal grant compliance and reporting;
- Maintain finance policies, internal controls, accounting standards and procedures to ensure compliance with GAAP principles and Federal grant regulations;
- Oversee contract and risk management;
- Oversee annual financial statement and single audit;
- Manage the accounting operations team to collaborate with other teams, improve processes and provide professional development opportunities for team members;
- Promote a team culture of high performance and continuous improvement that values learning and a commitment to quality; and
- Other duties as assigned.



ROLE SUMMARY

Qualifications/Desired Characteristics

- **Education & Experience** – A bachelor’s degree in Accounting, Business, or Finance with 7-10 years of nonprofit accounting and financial management experience, including experience with complex grants management. CPA is required. A deep understanding of GAAP and OBM compliance.
- **Effective Manager** – You hold teams accountable for achieving results and serve as a role model in delivering direct and actionable feedback. You develop talent, providing stretch opportunities to create future leaders. You display the ability to engage in constructive dialogue about race, class, gender, and culture, enabling the organization to take action to address disparities.
- **Inclusive** – Ability to work effectively with people regardless of age, gender, race, sexual orientation, ethnicity, religion or job type.
- **Organized & Productive** – Proficient in planning out day and not letting distractions come in between meeting goals. Ability to work in a fast-paced environment with fluctuating priorities and deadlines.
- **Reliable** – Ability to work without direct supervision and efficiently manage tasks and time.
- **Flexible** – Comfortable working in an ambiguous environment with competing priorities; willing to travel a few times throughout the year when necessary.
- **Communicator** – Proven ability to translate financial information in ways that make it digestible to colleagues outside of finance.
- **Growth Mindset** – Willing to learn from failure and embraces feedback; not afraid to give feedback to manager or colleagues.
- **Tech Savvy** – Embraces technology as a tool to enhance work effectiveness; experience with Excel required; experience with Financial Edge a plus.

Location

- This is a full-time role based out of a home office anywhere in the contiguous United States.



COMPENSATION AND BENEFITS

The salary range starts at \$145,000 and the salary offer will be commensurate with experience. We take pay equity seriously and work hard to ensure our team members are paid fairly no matter their gender, race, or other demographic backgrounds. In addition to a competitive salary with the potential for an annual pay increase, we offer:

- A comprehensive total rewards package, including paying roughly 85% of employee-only medical, dental, and vision benefits, plus a large portion for dependents;
- Staff are eligible to participate in 401(k) after 90 days of employment, with up to a 6% employee match, fully vested on day one of participation in the plan;
- Other benefits for full-time employees include referral and performance-based annual bonuses, telecommunications stipends for eligible remote employees;
- 14-16 paid holidays annually (including a week-long winter break), and a generous PTO policy starting at 18 days per year; and
- We strive to maintain an inclusive environment where all staff members can show up as their authentic selves, participating in DEI-focused learning opportunities and employee-led affinity groups.



SEARCH TEAM

Applications with a resume and cover letter or nominations may be submitted, in confidence, to nmsivpfinance@divsearch.com.

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National Math + Science Initiative (NMSI) provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws. NMSI complies with applicable state and local laws governing non-discrimination in employment in every location in which we have employees. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

About Diversified Search

Diversified Search is a global leader in the executive recruiting industry. We are widely recognized as one of the most trusted firms dedicated to finding c-suite leadership with deep roots in the area of diversity.

Diversified Search was founded by a pioneering woman with a purpose: to transform the job search and hiring process. Our life's work has been to diversify leadership across all industries and sectors.

We attract and recruit inspiring, transformational executives of every background who bring exceptional talent and vision to the institutions they lead.

To build upon our expertise in key practice areas and deepen our understanding of the industry-specific talent challenges facing organizations today, Diversified Search formed the Diversified Search Group in 2019, offering our clients an improved executive search model with a combination of specialty firms.

Operating as a new model in the industry, we harness our collective resources and expertise to collaborate across sectors to access unique and more diverse talent.

For more information about Koya Partners, visit www.diversifiedsearch.com.