

# Position Specification

## Financial Services

### Vice President of Finance

#### ***The Company***

Our client is a publicly-traded, leading provider of technology-enabled financial solutions. The business has a customer-base which includes consumers, small businesses and tax professionals. Its products and services are in tax preparation and wealth management.

The company is migrating away from a holding company business model and is now moving toward a shared-services business model and has identified the need to upgrade its financial talent pool.

#### ***The Position***

##### ***Location***

Southwest United States

##### ***Overview***

The Vice President of Finance will partner in building a financial organization that will provide best in class financial capabilities to the overall operations of the business. This role will be a key asset and strategic leader in the continued growth of the overall organization. This individual will provide decision-making support, forecast analysis and effective budgeting and reporting through fact-based analysis of key metrics and thoughtful recommendations, and by providing objective financial analysis of projects and trends. This position will work to define and report on meaningful financial and operational metrics that support the business in its decisions.

This function acts as the analytical engine of the division to enable the organization's leaders to make informed decisions that impact the revenue and profitability of the division and the overall company.

##### ***Reporting Relationship***

The Vice President of Finance will report functionally to the corporate Vice President of Finance, and on a dotted-line basis, to the President & Chief Executive Officer of the division. Reporting to the Vice President of Finance will be a Manager of Financial Planning & Analysis. Additionally, this role will interact with the corporate executive leadership team as well as across all functional areas in the company. Finally, this person will also represent the company to outside parties.

##### ***Responsibilities***

- Primary point person for interfacing between the finance organization and division.

- Business partner to the division President focused on and contributing to the day-to-day operations and evolution of strategic plans.
- Oversee budgeting and monthly forecasting including recommendations for improved financial performance.
- Provide senior management with insights into drivers of revenue, risks and opportunities.
- Build, audit, and review driver-based financial models to ensure they are both accurate and updated to reflect changing business needs.
- Drive continuous improvement in all financial processes, leveraging technology and staffing resources.
- Prepare and review financial analysis such as new business opportunities, operating platforms, pricing alternatives for presentation to leadership of the division and corporate (including the corporate CFO and the other members of the corporate executive leadership team).
- Develop and maintain business models for existing and new product offerings; assist in market sizing, competitive analysis and industry research in support of business models.
- Drive and develop comprehensive product pricing plans across different products and markets.
- Evaluate and evolve existing financial and strategic performance measures (KPI's) and implement new KPI's including timely reporting to stakeholders.
- Benchmark against competition or industry parameters.
- Support financial due diligence efforts on target companies; evaluate and support strategic business development opportunities, including negotiation as needed.
- Assist/support in financing transactions (debt and/or equity).
- Manage development of material to be presented to corporate executives and/or Board of Directors.
- Coach and develop Financial Analysts on their technical skills with forecasting, working towards reduced results variability over time.
- Assess the current state of the financial organization and develop a strategic action plan necessary to construct a financial support discipline necessary to drive the business.
- Proactively work with all senior business leaders of the company to understand the financial tools and data that they require to maximize results, provide them with these tools and serve as an evangelist to gain their understanding and cooperation in embracing these new tools.
- Develop and maintain a multi-year strategic financial plan and annual operating and capital budgets.
- Aid and support negotiations of strategic agreements and material contracts.
- Develop and/or implement policies, procedures, business processes, systems and controls.
- Complete budget presentation packages for constituencies: (i.e. – public filings, Board of Directors; Finance Committee; Senior Staff, etc.).
- Lead efforts to transform the organization by developing a blueprint for orienting data, systems and people to manage operational activities that match strategic decisions and optimize outcomes.
- Perform ad-hoc reporting and analysis as requested.

- Develop financial models and analyses to support strategic initiatives including analysis of acquisitions.
- Analyze complex financial information and reports to provide accurate and timely financial recommendations to management for decision making purposes.
- Along with the accounting team strengthen internal controls by actively reviewing month end close financials using knowledge of business activity to provide assessment of completeness and accuracy.
- Work with corporate financial leadership team in preparing and communicating investor relations information.
- Identifies and introduces new ideas and solutions to create efficiency in the operation.
- Hires, leads, guides, develops and motivates employees to exceed customer expectations and provide excellent service.
- Other duties as assigned.

#### ***Travel***

Occasional business travel may be required.

### ***The Candidate***

#### ***Education***

Bachelor's Degree in Accounting or Finance; MBA highly preferred.

#### ***Professional Qualifications***

- Strongly prefer a minimum of 12 years of financial planning, analysis, budgeting and forecasting experience in the financial services industry (wealth management/independent broker/dealer).
- Bachelor degree in Accounting or Finance; an MBA or advanced Finance certification (CFA) and/or a Series 27 license is a plus.
- Strong organizational skills in business performance are required.
- Since this is the top financial position within a business with revenues in the nine figures, candidates must be capable of building out a new financial organization consisting of financial metrics, policies, procedures and overall deliverables necessary to run a sector of a publicly-owned business.
- Should possess experience working closely with management and viewed as a trusted financial and business advisor. This can be defined as having a history for sitting down with business leaders to understand their strategies while playing a value-added role.
- Previous M&A experience (especially post-merger integration experience).
- Publicly-traded company experience strongly preferred.
- Exceptional financial modeling skills and development of business plans.
- Capable of growing beyond the current role of Director of Finance.
- Experience in a high-growth business would be a plus.
- Advanced Microsoft Excel and PowerPoint skills. Including developing and utilizing pivot tables. Previous experience with financial system implementations is also a plus.
- Highest standards of accuracy and precision; highly organized.

- Respectful of deadlines, strong sense of urgency and ability to function autonomously.
- Excellent attention to detail without losing the big picture.
- Articulate with excellent verbal and written communication skills.
- Creative and innovative team-player who will collaborate with existing Accounting, Operations and Financial staff.
- Experience with financial planning and reporting at corporate and business unit level, financial modeling and analysis, and capital and cash budgeting.
- Previous experience working with a multi-locational, geographically dispersed team and fast-paced, dynamic and entrepreneurial environment with all level of employees within the company.
- Experience and capability to provide employee development in line with an evolving and growing organization.
- Strong commitment to a team approach and awareness of team and individual success dependencies.

### ***Personal Characteristics***

- Capable of listening to people, being respectful of their opinions, but also having strong leadership skills and a proactive ability to serve as an evangelist for change/improvement. This hire must be capable of leading the education of, appreciation for and adaptation of cultural financial change.
- An ability to understand complex business concepts and to be able to make good judgment when faced with choices.
- Possess urgency for results, a positive approach, the ability to multi-task and a bias for action.
- Leadership skills and ability to gain trust.
- Team player with ego under control. Collaborative in seeking the opinions of others, but capable of leading and influencing them when appropriate.
- Ability to make the company's financial organization a respected resource with a seat at the table.
- Exhibits tenacity meeting goals and determining solutions to meet business challenges.
- Adaptable, exhibits flexibility with changing priorities and conditions.
- Active and on-going learner who is always interested in self-improvement.

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**To learn more about this opportunity or provide a confidential referral, please contact:**

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