



Position: Finance Director

Organization: Youth Speaks, Inc.

Location: San Francisco Bay Area | Hybrid with thoughtful remote flexibility

Supervisors: Chief Financial Officer

Direct Report(s): 1 FTE and 3 Contractors

Hours per week: 40 hours/week (full-time, exempt)

Compensation: \$110K - \$115K annually, DOE

Benefits:

- Medical, dental, vision, FSA, life, and long-term disability insurance plans
- Generous time off including 15 vacation days, 5 personal days, 1 staff-choice holiday, 10 sick days, long-term disabilities, 16 holidays, monthly wellness time
- Annual stipend for professional development

ABOUT YOUTH SPEAKS

Youth Speaks is a multi-faceted BIPOC-led and staffed organization that understands that the power, insight, creativity, and passion of young people change the world. Founded in 1996 in San Francisco, Youth Speaks is the leading nonprofit presenter of Spoken Word performance, education, and youth development programs in the world.

Presenters of local and international youth poetry slams, festivals, reading series, and more, Youth Speaks also offers a comprehensive slate of literary arts education programs during the school day, in the out-of-school time, on weekends, and evenings. All told, Youth Speaks provides free arts education to thousands of teens per year in the San Francisco Bay Area, and across the country.

POSITION OVERVIEW

Calling all visionary financial leaders with a heart for transformation! We're seeking an extraordinary Finance Director who will be the strategic architect of our organization's fiscal landscape. This isn't just a role—it's a mission-critical opportunity to weave financial brilliance with social impact.

We're searching for a dynamic professional who doesn't just crunch numbers, but illuminates pathways of possibility. Your expertise in nonprofit financial compliance will be the bedrock of our strategic vision, while your passionate commitment to youth empowerment becomes the catalyst for meaningful change. You'll be more than a financial steward—you'll be a crucial architect of dreams, translating fiscal strategy into tangible opportunities for young voices to rise, create, and inspire.



Imagine channeling your analytical acumen into a purpose that transcends traditional financial management. Here, your insights will be the lifeblood of our organization, transforming fiscal constraints into launchpads for creativity. You'll craft financial frameworks that not only protect our mission but propel our vision of empowering youth through the transformative power of creative expression and storytelling.

This is an invitation to the exceptional—to those who see financial leadership as an art form of social innovation. Are you ready to turn fiscal precision into social poetry?

WHY YOU'LL LOVE THIS ROLE:

- **Impactful Work:** Transform financial management into a catalyst for youth empowerment, where every spreadsheet tells a story of potential and possibility.
- **Creative Ecosystem:** Become part of a revolutionary organization that sees financial strategy as an art form of social innovation.
- **Professional Growth:** Dive into a role that challenges traditional finance paradigms and celebrates the intersection of fiscal precision and creative expression.
- **Cultural Vibrancy:** Collaborate with a team that views numbers as more than data—they're the heartbeat of youth culture and power.

KEY RESPONSIBILITIES: ARCHITECTING OUR FINANCIAL LANDSCAPE

- **Strategic Financial Leadership:** Develop and implement comprehensive financial strategies that align with our mission of amplifying youth voices.
- **Fiscal Stewardship:** Manage annual budgeting processes for a \$3-4 million annual budget, creating robust financial frameworks that support program expansion and organizational sustainability.
- **Compliance Mastery:** Ensure rigorous adherence to nonprofit financial regulations, grant requirements, and reporting standards.
- **Team Empowerment:** Lead and mentor a dynamic finance team, cultivating a culture of innovation, transparency, and collaborative excellence.
- **Reporting Brilliance:** Generate insightful financial reports that translate complex data into compelling narratives for leadership and stakeholders.
- **Systems Architecture:** Design and optimize financial systems that enhance operational efficiency and strategic decision-making.
- **Program Support:** Required to actively support Youth Speaks' in-person public programs throughout the year—because every financial leader needs a front-row seat to the magic we create!

QUALIFICATIONS: THE IDEAL FINANCIAL CHANGEMAKER



- **Educational Foundation:**
 - Bachelor's degree in Accounting, Finance, or related field (MBA strongly preferred)
 - CPA certification is a significant advantage
- **Professional Expertise:**
 - Minimum 7 years of progressively responsible financial leadership experience in nonprofit or mission-driven sectors
 - Demonstrated track record of strategic financial planning and organizational growth
 - Advanced proficiency in nonprofit financial management and fund accounting
- **Technical Mastery:**
 - Expert-level financial analysis and forecasting skills
 - Deep understanding of regional and national nonprofit fiscal compliance and reporting requirements
- **Intangible Superpowers:**
 - Passionate commitment to youth empowerment and creative expression
 - Exceptional communication skills that bridge financial complexity with inspirational storytelling

OUR TECH TOOLKIT: WHERE FINANCE MEETS IMPLEMENTATION

- Financial Platforms: QuickBooks, Bill.com - your digital financial command center
- Collaboration Engines: Asana and Slack for strategic workflow, Clockify for precision time-tracking, Gusto for payroll
- Communication Hub: Google Suite, powering our collaborative ecosystem
- Additional Tech Arsenal: Cutting-edge tools that transform financial management into a dynamic, interactive experience

YOUR FIRST 30 DAYS: LAUNCHING INTO IMPACT

- **Immersion & Connection:** Deep dive into our organizational culture, meet the team, understand our storytelling mission
- **Financial Landscape Assessment:** Comprehensive review of current financial systems, identifying optimization opportunities
- **Strategic Alignment:** Collaborate with leadership to refine financial strategies supporting our youth empowerment goals
- **Compliance Audit:** Thorough examination of existing financial protocols and compliance frameworks
- **Team Synergy:** Develop individual and collective growth plans for the finance team
- **Visionary Planning:** Begin crafting a forward-looking financial roadmap that amplifies our organizational potential



JOIN OUR REVOLUTION: READY TO APPLY?

We're seeking a transformative financial leader who sees in and beyond spreadsheets into the heart of youth potential. If you're ready to turn fiscal strategy into social poetry, we want to hear from you!

Application Requirements:

- Comprehensive resume highlighting your financial leadership journey and proven success
- Compelling cover letter
- **For final round candidates only:** three professional references from the past three years (we want to hear about your recent impact!)

Submit your application to employment@youthspeaks.org with the subject line “Youth Speaks Finance Director Application” and become part of a movement that transforms lives, one story—and one spreadsheet—at a time.

Youth Speaks is committed to creating an inclusive environment that celebrates diversity in all its beautiful forms. We believe that varied perspectives fuel innovation and social change.

Are you ready to write the next chapter?

MISSION & VISION

Youth Speaks creates spaces that challenge young people to develop and amplify their voices as creators of societal change.

Youth Speaks envisions a world in which young people are heard, honored, and connected through creative ecosystems of interdependence and care.

EEO/AA

Youth Speaks is an equal-opportunity employer. We strongly encourage and seek applications from women, people of color, including bilingual and bicultural individuals, as well as members of the lesbian, gay, bisexual, and transgender communities. Job applicants and staff shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, disability, political affiliation, sexual orientation, gender identity, color, marital status, or medical conditions.

Youth Speaks will consider qualified applicants with criminal histories in a manner consistent with the requirements of San Francisco's Fair Chance Ordinance.

***No phone calls, please.** Due to the anticipated volume of applications only candidates for interviews will be contacted.