



The Valley Hunt Club

Chief Financial Officer (CFO)

Job Description

Job title:	Chief Financial Officer
Reports To:	General Manager / Chief Operating Officer
Classification:	Exempt
Employment Status:	Full-Time

Job Summary

The **Chief Financial Officer (CFO)** is a member of the Club's executive leadership team and serves as the principal financial advisor to the General Manager/Chief Operating Officer (GM/COO), Board of Directors, and Finance Committee. The CFO provides strategic financial leadership and stewardship to support the Club's long-term financial strength, operational effectiveness, and exceptional member experience. This executive role leads enterprise-wide financial strategy, planning, reporting, capital and reserve management, treasury, accounting, internal controls, and risk management. Through forward-looking analysis and executive partnership, the CFO ensures financial decisions are informed, disciplined, and aligned with the Club's strategic priorities.

Essential Duties & Responsibilities

- Serve as a strategic advisor to the GM/COO, Board of Directors, Finance Committee, and executive leadership team.
- Provide an enterprise-wide financial perspective on strategic priorities, investments, risks, and organizational performance.
- Translate complex financial information into clear insights and recommendations that support executive and Board decision-making.
- Promote financial accountability, sound stewardship, and disciplined decision-making throughout the organization.
- Lead and develop a high-performing Finance function that operates as a strategic partner to Club leadership.
- Lead annual budgeting, forecasting, long-range financial planning, and financial modeling.
- Evaluate organizational performance, emerging trends, risks, and opportunities and provide forward-looking recommendations.
- Establish meaningful financial and operational metrics to support strategic and operational decision-making.
- Lead capital and reserve planning to support the Club's long-term financial sustainability and investment priorities.
- Oversee cash flow, liquidity, investments, banking relationships, debt, and treasury activities.

- Evaluate funding strategies and financial implications of major capital projects and long-term commitments.
- Provide executive oversight of accounting operations, financial reporting, audits, tax compliance, and internal controls.
- Ensure accurate, timely, and transparent financial reporting in accordance with GAAP and Club policies.
- Maintain effective financial controls and safeguards to protect Club assets and promote financial integrity.
- Prepare and present financial results, forecasts, capital plans, and recommendations to the Board and Finance Committee.
- Advise on budgets, reserves, investments, funding strategies, financial policies, and significant financial decisions.
- Provide clear financial context and analysis to support effective governance and long-term planning
- Lead, mentor, and develop the Finance and Accounting team.
- Partner with department leaders to strengthen budgeting, forecasting, financial accountability, and business decision-making.
- Advance financial systems, processes, reporting, and technology to improve efficiency, controls, and organizational insight.

Qualifications & Certifications

- Bachelor's degree in Accounting, Finance, Business Administration, or related field required; CPA and/or advanced degree strongly preferred.
- 10+ years of progressive finance and accounting experience, including significant senior financial leadership responsibility.
- Demonstrated expertise in financial strategy, budgeting and forecasting, financial reporting, capital and reserve planning, treasury, internal controls, and risk management.
- Experience advising and presenting to Boards, Finance Committees, executive leadership, or comparable governance groups strongly preferred.
- Private club, hospitality, member-owned, luxury service, or similarly complex multi-department experience preferred.
- Strong financial modeling, analytical, technology, and financial systems capabilities.
- Proven ability to lead and develop high-performing finance teams.

Executive Competencies

- Strategic and forward-looking financial leadership with strong business acumen.
- Executive presence and credibility with senior leaders, Board members, and key stakeholders.
- Ability to translate complex financial information into concise, actionable recommendations.
- Sound judgment with the confidence to provide objective financial guidance and constructively challenge assumptions.
- High degree of integrity, discretion, confidentiality, and accountability.
- Collaborative leadership style with the ability to balance financial stewardship, operational priorities, and member experience.

Work Environment

The CFO operates in a professional, fast-paced private club environment and regularly engages with club leadership team members, Board and committee members, department leaders, members, and external professional partners. The position requires a high degree of confidentiality, discretion, and professional judgment and may require attendance at Board, committee, budget, audit, or other meetings outside regular business hours.