



Idaho Coalition Against Sexual & Domestic Violence Finance Steward¹

About the Idaho Coalition Against Sexual & Domestic Violence

The Idaho Coalition aspires to be an intergenerational, multi-racial, multi-cultural organization for the benefit of our team, our work, and our movement to end gender violence. Our work focuses on girls and women, and people who are gender oppressed, who are impacted by or at risk of gender violence and interconnected systemic oppressions. Learn more at www.idahocoalition.org

Shared Vision and North Star

Our shared vision is one of beloved communities with social equity and collective liberation for all human beings; where we see our own and each other's full humanity, and everyone can thrive, and the dominant social narrative is one of interdependence, resilience, and regeneration. Our north star is collective thriving and is the embodiment of our vision, values, and purpose.

Organizational Values

Our organization aspires to embody the values we want to see in the world:

- *Bold Vision* - We are open to possibilities and encourage risk-taking.
- *Compassion* - We see each other's full humanity with love and kindness, and intentionally turn toward others to end suffering and oppression.

¹ The title "Finance Steward" reflects the capacity and leadership typically associated with a Finance Director. We use stewardship language intentionally to honor the community-centered, relationship-based nature of our work and our commitment to collective care and accountability.

- *Interconnection* - We hold broad awareness and understand our profound interconnectedness and respect our relationships with one another and our earth.
- *Solidarity* - We amplify the voices and histories of communities marginalized by society and celebrate our differences.
- *Collective Liberation* - We recognize that our freedom from oppression is connected and bound with individuals most marginalized by systems of power in society.

Approaches Across the Organization - We are working to reclaim our connection to our own and each other's humanity, and to create the foundation for collective thriving by embodying these four approaches across our organizational work:

- Center on Communities most impacted by historical marginalization and violence + community-centered solutions
- Build alliances and power with and among communities marginalized by society.
- Catalyze Change in Prevention and Response - Collective healing, spirituality, and resilience and transformation of our response to violence.
- Create New Social Norms to Interrupt the Root Causes of Violence – Transformative Cultural Strategies
- Mobilizing Across Movements

Across the Organization – Primary Responsibilities

- Bold alignment with and operationalization of the Idaho Coalition Theory of Transformative Social Change.
- Commitment to examine our own privileges and connections to power and/or oppressions so that we can be best able to do our work in a manner that is accountable to communities most impacted by marginalization and oppression and serves our collective commitment to ending gender violence and systemic oppressions.
- Commitment to building authentic relationships with our team, our membership, our partners, and communities by seeing what is unique and what is shared in our experiences.
- Create engaged and sustained cross-sector, multi-field collaborations and champion networks.

Across the Organization - Core Competencies

- Excellent and curious listener with strong individual and group communication skills (written and verbal) and an ability to apply these skills across a range of relationships and environments.
- Strong organization skills to effectively manage time, deadlines, and productivity.
- Flexible, adaptive, and introspective. Ability to apply progressive ideas and critical thinking to improve existing procedures.
- Ability to be in authentic relationships and participate in collaborative environments.
- Ability to handle a variety of projects and assignments with clarity, attention to detail, and awareness of self-care.
- Exceptional time management skills and willingness to embrace adaptability. Ability to make decisions under pressure.
- Passion for both the role and our work to end gender violence and cultivate collective thriving.

Finance Steward – Roles and Responsibilities

At the Idaho Coalition Against Sexual & Domestic Violence, stewardship means holding our resources with care, integrity, and accountability to the communities we serve. The Finance Steward (comparable to a Finance Director) guides the Coalition's financial health: managing complex, multi-funder budgets; ensuring compliance with federal, state, and foundation requirements; and advising leadership so we can act boldly in alignment with our mission. This role balances precision in daily financial work with the vision to strengthen our long-term sustainability.

Core Competencies

- Bachelor's degree in accounting and 5+ years in nonprofit finance (federal grant experience preferred).
- Deep knowledge of federal and state grant financial management (VAWA, FVPSA, OVW) and OMB Uniform Guidance (2 CFR 200).
- Proficiency with Sage Intacct (or similar) and federal drawdown/payment systems (PMS, ASAP.gov, Intelligrants, JustGrants).
- Strong grounding in GAAP, budget creation and monitoring, forecasting, and clear financial reporting.
- Experience with payroll, benefits administration, and payroll tax compliance.

- Ability to translate financial concepts for people with different levels of financial experience, including community partners, tribal programs, and board members.
- Strong analytical, problem-solving, and organizational skills, with the ability to work independently and in deep collaboration.

Essential Functions

- Steward the Coalition's fiscal operations, including accounts payable/receivable, general ledger maintenance, RAMP credit card transactions, payroll, and benefits administration.
- Manage organizational cash flow and forecasting to ensure resources are used strategically and sustainably.
- Lead grant financial management: develop budgets, conduct timely and accurate drawdowns, and prepare all required fiscal reports in compliance with federal and state requirements.
- Oversee fiscal sponsorships as a vital part of our mission, ensuring accurate, timely reporting that strengthens partner initiatives and community-led work.
- Maintain cost allocation plans, internal controls, and financial policies that meet or exceed audit and monitoring standards.
- Serve as the primary fiscal partner to the Board and Treasurer, providing clear, accessible reports and financial analysis for decision-making.
- Coordinate annual audit and 990 preparation with external accountants.
- Provide fiscal oversight for subcontracts, including desk and on-site reviews to support compliance and partner success.
- Collaborate with program and development staff on grant budgets, proposals, and the fiscal elements of reports.
- Mentor and support staff with financial responsibilities, building organizational capacity for grant coding, budget monitoring, and compliance.
- Remain current on nonprofit finance best practices, funder guidelines, and emerging regulations, and bring that knowledge back to the team in service of our collective work.

Work Environment

This position may be hybrid or remote, with a preference for candidates in Idaho. Occasional travel for meetings, audits, and partner site visits. The physical office is located at 1402 W. Grove Street, Boise, Idaho.

Start Date

Open until a candidate is selected.

Compensation

This is a full-time, 32-hour-per-week position with a starting salary of \$80,000 based on our transparent compensation determinants that recognize both lived and professional experience. The Idaho Coalition uses a salary transparency agreement so that every staff member knows what their colleagues earn, reflecting our commitment to equity and shared accountability. In addition to salary, we offer a comprehensive benefits package designed to support rest, care, and sustainability in this work: 100% employer-paid health, dental, vision, life, and disability insurance for full-time staff; a 5% employer contribution to your 401k after 90 days; monthly stipends for wellness and communications; generous paid leave (vacation, sick, flexible holidays, extended family/medical, and bereavement); up to three weeks of annual office closure; and longevity leave every three years of service.

How to Apply:

To apply for the position, please email a cover letter and resume to the Idaho Coalition Against Sexual & Domestic Violence to info@engagingvoices.org. Use "Application for Finance Steward" in the subject line. No phone calls, please. Interviews will begin approximately 2 weeks after the job closing date.

The Idaho Coalition is an equal opportunity employer with a diverse multi-cultural staff. We highly value each of our staff member's unique life experiences and encourage people of all backgrounds to apply, including but not limited to individuals from racially or ethnically diverse communities, LGBTQ communities, and individuals with disabilities.