

North Olympic Healthcare Network (NOHN)

Job Title: Chief Financial Officer (CFO)

Department: Finance and Administration

Reports To: Chief Executive Officer (CEO)

FLSA Status: Exempt

Summary:

The Chief Financial Officer leads financial strategy and operations for NOHN, reporting to the Chief Executive Officer. Through servant leadership, this role guides the Directors of Accounting and Finance, Revenue Cycle, and Pharmacy, building a collaborative, high-trust team culture. The CFO safeguards NOHN's financial sustainability as a Federally Qualified Health Center serving rural communities on the Olympic Peninsula, partnering with the CEO to align financial strategy with NOHN's mission.

Essential Duties and Responsibilities:

Strategic Financial Leadership

- Partner with the CEO and executive team to shape NOHN's long-term financial strategy, aligning fiscal planning with the mission of expanding access to care for rural and underserved communities on the Olympic Peninsula.
- Lead the organization's financial planning, budgeting, forecasting, and reporting processes, delivering timely and accurate financial and operational information to the CEO, executive team, and Board of Directors.
- Direct strategies for revenue diversification, grant funding, and 340B pharmacy program financial stewardship to strengthen NOHN's sustainability under a Medicaid-heavy payer mix, including Washington Apple Health managed care contracts.
- Provide financial modeling and analysis to support service line growth, capital investment, and new business development.

Team Leadership and Collaboration

- Provide direct supervision and servant leadership to the departmental leaders in Accounting and Finance, Revenue Cycle, and Pharmacy, creating a collaborative environment where staff engage in direct, respectful problem-solving.
- Recruit, develop, and mentor a high-performing finance, revenue cycle, and pharmacy leadership team, setting clear performance expectations and investing in staff growth.
- Build trusted, cross-functional relationships with clinical, operational, and administrative leaders to ensure financial strategy supports coordinated, patient-centered care.
- Model a leadership approach that prioritizes team and organizational success, removing barriers so staff can perform their best work.

Compliance, Risk, and Stewardship

- Ensure accounting, billing, and financial operations comply with generally accepted accounting principles (GAAP) and the highest ethical and professional standards.

- Maintain compliance with HRSA grant terms, FQHC regulatory requirements, 340B program rules, and applicable Washington State requirements, and ensure ongoing audit readiness.
- Lead NOHN's annual financial statement audit and Single Audit process under 2 CFR 200 (Uniform Guidance), coordinating with external auditors, preparing required schedules and disclosures, and ensuring timely completion of any corrective action plans.
- Identify, monitor, and address financial and operational risks affecting NOHN's fiscal health, escalating issues to the CEO and Board of Directors as needed.
- Maintain effective relationships with external partners, including auditors, banks, lenders, regulators, and state and federal funding agencies.

Qualifications:

- Education: Bachelor's degree in Accounting, Finance, or a related field required. MBA and/or CPA strongly preferred.
- Experience: Seven (7) or more years of progressive senior financial leadership experience, with demonstrated success overseeing accounting, revenue cycle, and pharmacy financial operations. Experience within a Federally Qualified Health Center or community health care setting strongly preferred.
- Skills: Demonstrated financial acumen, with the ability to analyze, synthesize, and communicate complex financial data clearly to non-financial audiences, the Board, and community partners. Proven servant leadership skills, with the ability to build a collaborative, high-trust team and to recruit, develop, and mentor high-performing staff. Skilled in change management, consensus building, and cross-functional collaboration across a geographically dispersed organization.
- Language: English

Physical Demands:

- Primarily requires sitting for extended periods in an office setting, with regular use of computer and financial systems.
- Requires the ability to travel throughout the region to NOHN clinic sites for meetings, site visits, and relationship building.

Work Environment:

- Office-based within a fast-paced, mission-driven Federally Qualified Health Center, with regular interaction across a geographically dispersed, rural service area.
- Requires collaboration with clinical, administrative, and executive teams, as well as external partners including auditors, regulators, and funding agencies.

Benefits:

- Medical, Vision, and Dental coverage, 4% 401k Contribution, \$50 a month HRA contribution to be used towards qualifying medical expenses, Paid Time Off (PTO) plus paid holidays.

Equal Opportunity Employer:

- North Olympic Healthcare Network is an equal opportunity employer (EOE). All applicants will receive equal consideration for employment without regard to age, race, color, national origin or ancestry, ethnicity, family or marital status, sex, genetic information, disability, creed, religion, citizenship, socio-economic status, military or veteran status, or any other characteristic protected under applicable federal, state, or local law.