



EAST  WEST



Opportunity Profile

VICE PRESIDENT OF FINANCIAL SERVICES



ABOUT EAST-WEST

Our Vision

The vision of East-West is to glorify God by multiplying followers of Jesus in the spiritually darkest areas of the world.

Our Mission

The mission of East-West is to mobilize the Body of Christ to evangelize the lost and equip local believers to multiply disciples and churches among the unreached.

Our Story

East-West began because two men saw a need for the gospel in unreached and restricted access areas of the world.

In an act of bold obedience to Christ's command to go and make disciples of all nations, John Maisel and Bud Toole launched East-West in 1993. What informally started behind the Iron Curtain in the 1980s became a missions organization with a zeal for empowering national pastors and local believers to transform their communities by making disciples and multiplying churches.

Our passion for Jesus, grace, spiritually dark places, and bold action is the heartbeat that continues to sustain our ministry as we rely on God to use us to reach the unreached. Today, our organization is made up of thousands of believers from around the world who are committed to starting church planting movements in more than 70 spiritually dark nations.

LEARN MORE

To learn more about the story of East-West, please visit www.eastwest.org/about-us/our-story/

THE JOB DESCRIPTION OF THE VICE PRESIDENT OF FINANCIAL SERVICES

The Vice President of Financial Services (VPFS) is an integral and proactive member of East-West and is responsible for providing excellent financial and accounting leadership and directing and overseeing the financial activities of the ministry. The VPFS is the primary lead in helping the ministry understand, plan, and make decisions using financial data and trends. The VPFS leads the accounting and donation teams in managing their essential duties accurately and on time and serving our internal and external customers with excellence. The VPFS works closely with all parts of the ministry, including regularly interfacing with the Executive Leadership Team (ELT) on various ongoing and special projects.

Further, the VPFS leverages technology, banking relationships, and other solutions to steward East-West's financial resources (1 Peter 4:10-11). The VPFS oversees the annual budget and audit process and supports appropriate Board committees, such as the Investment and Finance Committees. In addition, the VPFS closely partners with the development team to report and research donations. The VPFS serves on various teams, including the Operations Leadership Team (OLT). The VPFS protects the legal and tax-exempt status of East-West by ensuring compliance with all relevant 501(c)(3) rules and regulations and ensuring appropriate controls are in place while having a mindset that gets to "yes."

KEY JOB LOGISTICS

- Reports to: Executive Vice President of Operations
- Direct Reports: Accounting Manager, Donor Relations & Contribution Processing Manager
- Location: East-West offices in Plano, Texas



A DAY IN THE LIFE OF THE VICE PRESIDENT OF FINANCIAL SERVICES

- Financial reporting and analysis
 - Serve as East-West's financial analysis and reporting expert, analyzing and reporting financial data and forecasts to key stakeholders. Study economic trends and their impact on future growth, prepare reports for and attend Board meetings.
- Accounting, Planning, and Donations
 - Oversee the Accounting and Donor Relations teams, improving systems and processes and enhancing customer service. Additionally, responsibilities include financial year-end closing, audits, budget planning, fund management, updating industry trends, and maintaining financial calendars.
- Financial Services Management
 - Lead and mentor the Financial Services team through Christian example, empowering and delegating responsibilities and continuously improving processes. The position also focuses on providing all stakeholders with exceptional customer service and quality.
- Lead or Support Projects
 - Participate in various projects for different departments, such as the Executive Leadership Team and the Board, while managing regular day-to-day responsibilities.
- Lead, attend, and/or contribute to East-West sponsored spiritual formation activities and perform other duties as assigned





THE QUALIFICATIONS

- Uphold a close and growing relationship with Jesus
- A bachelor's degree in accounting, finance, or a related field required
- Ten-plus years of progressive experience in the accounting field required
- Five-plus years of progressive experience in the finance field required
- Demonstrated management and leadership of an accounting function and team
- CPA designation, preferred
- Nonprofit accounting experience is strongly preferred
- Working knowledge of taxable income and accountable expense reimbursement plans
- Experience with accounting and donation software packages – Intacct, Classy, Concur, and Salesforce preferred

THE BENEFITS

This full-time position is eligible for employer-paid benefits, which include medical, dental, FSA, and life insurance packages. East-West also offers a 403(b) match as well as paid vacation, paid sick time, paid time off for a mission trip, and an all-inclusive, organization-wide conference every four years.

EAST-WEST STAFF CULTURE

Our team members are passionate about Jesus, grace, bold action, and taking the gospel to the spiritually darkest places. We have one consuming passion: to make God known among every nation, every tribe, every tongue, and every people. We strive to uphold the highest standards of behavior, which include integrity, trustworthiness, theological alignment, a healthy work-life balance, care for others, a servant spirit, competency in difficult conversations, and a desire to see results, diligence, respect, and humility.

All East-West employees will maintain a firm commitment to East-West's vision, mission, values, Statement of Faith, and beliefs as well as display a growing and mature faith in Jesus Christ.

Our staff regularly comes together virtually and in person for a half-day of prayer and fellowship. In addition, personal and professional development and training are a priority for all staff. Every four years, East-West staff and their families from around the world gather for an all-inclusive, organization-wide conference.

East-West is a certified Best Christian Workplace.





THE EAST-WEST OFFICE SPACE

The East-West office space is located in Plano, Texas at The Hope Center.

The Hope Center is a 501(c)(3) collaborative hub that is home to 60-plus Christian ministries making a global impact for God's Kingdom.

The Hope Center offers an onsite cafe and coffee bar—which serves breakfast and lunch—as well as other features and amenities, including a covered parking garage, prayer garden, fitness center, meeting rooms and facilities, and 24-hour security.

The East-West suite, located on the third floor of The Hope Center, consists of office and cubicle space for our staff.

With staff serving around the world, the home office is home to departments, such as Human Resources, Financial Services, IT, Member Care, Security and Crisis Management, Short-Term Mission Teams, Development, and various leadership and missionary staff.

The suite also includes meeting spaces, a kitchen with free coffee, and a prayer room for staff use.





THE APPLICATION PROCESS

The application process includes the following steps:

1. Application and resume submission
2. Interviews with the East-West Recruitment Team
3. Interviews with the hiring team
4. Leadership assessments
5. Reference checks
6. Offer letter
7. Background and credit check
8. East-West new employee onboarding

NEXT STEPS

Visit www.eastwest.org/operations/ to learn more about the position and to start your application.