

The background image shows the exterior of The Joy School building, a modern structure with large glass windows and brick accents. The school's logo, featuring a red flame icon and the text 'THE JOY SCHOOL', is visible on the left side of the building. The title 'CHIEF FINANCIAL OFFICER' is overlaid in large, white, bold, sans-serif font across the top half of the image.

# CHIEF FINANCIAL OFFICER

## WHAT YOU OFFER US

- Integrity, compassion, curiosity, discernment, flexibility, a sense of humor, patience, growth mindset, financial acumen, high attention to detail, strategic thinking, collaborative spirit, and a big picture lens

## WHAT WE OFFER YOU

- A promise to treat you like the professional you are
- Competitive salary and benefits
- Supportive and collaborative peers
- A fun and joyful work environment
- Personalized professional development
- Fancy smelling soap
- Free coffee, soda, tea, and nugget ice
- Freedom to wear jeans any day of the week
- A beautiful campus in the Museum District of Houston

## A DAY IN THE LIFE

- Cultivate and nurture relationships with school leaders and trustees based on trust and mutual respect
- Provide meticulous attention to detail in all accounting matters in order to ensure all constituents can trust that hard income revenue and especially gifts are used in the most appropriate manner
- Be the person constantly on the lookout for costs savings options that do not compromise quality
- Establish and maintain budgets that are fiscally conservative yet allow flexibility for innovative ideas
- Assist families in affording tuition for The Joy School via prudent and compassionate administration of our financial aid program
- Work collaboratively on a leadership team who relentlessly strive for improvement
- Maintain culture of support and appreciation for faculty and staff by ensuring timely and accurate payroll and benefits administration and any counseling desired for such
- Protect the School's assets through ongoing risk assessment measures
- Provide strategic analysis and guidance in order to ensure The Joy School continues to demonstrate excellent financial stability for generations to come

## HIRING PROCESS

- Email resume and cover letter to Executive Assistant, Tami Bond
- Participate in interview
- Accept the best and most challenging job of your career

Still Interested? [Click here for detailed job description](#)  
Send your resume and cover letter to Tami Bond @ [tbond@thejoyschool.org](mailto:tbond@thejoyschool.org)  
#HowSchoolShouldBe