



A rewarding full-time position is available with Sylvania Community Services Center (SCS). Assist with advancing the mission of SCS by overseeing and managing the fiscal operations of this nonprofit agency committed to enriching the lives of older adults and youth.

**Job Title:** Director of Finance

**Job Location:** Sylvania, OH

**Employment Type:** Full time

**Job Description Summary:**

This position oversees the organization's financial operations, performing financial management duties, including responsibility for budgeting, accounts payables/receivables, payroll, internal and external financial reporting, and cash flow to ensure the agency's overall financial health and financial integrity. Serves as the key person responsible for ensuring short- and long-term financial stability and success. Provide general stewardship over the assets of the agency.

**Hours:** 37.5 hours/week. General hours are Mon – Fri: 8:00 am– 4:30 pm

**Pay Rate:** \$70,000.00 - \$85,000.00 annually

**Benefits:**

Paid holidays, paid vacation, paid sick time, and health insurance program. Retirement benefits. Free/Discounted Child Care for ages 3+ at Sylvania Child Care Sites.

**Requirements:**

Bachelor's degree in Accounting or related field. Minimum of 5 years experience, preferably in the field of nonprofits.

**Hiring Agency:**

Sylvania Community Services is a nonprofit agency in operation for 45 years. Its senior center program is well-known and well-respected in the community. In addition to the senior center, Sylvania Community Services also operates Sylvania Child Care.

Submit resume to: [sdomingo@scsonline.org](mailto:sdomingo@scsonline.org)

To learn more about the position, please contact: Sarah at 419-885-4126