



# Chief Financial Officer

## Job Description

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|--------------|---|
| Department   | Global Support Team                       |
| Reporting to | CEO                                       |
| Location     | West Africa or United States (East Coast) |
| Job Level    | BG-12                                     |

## The Role

Integrate Health (IH) recently launched an ambitious new five-year strategy with a goal to rapidly scale high quality primary healthcare, led by governments, across West Africa. IH is seeking a Chief Financial Officer (CFO) to partner with the CEO to lead the execution of this new strategy. The CFO will be responsible for ensuring the organization's financial health and sustainability as well as overseeing the financial operations of the organization. The CFO will have the unique opportunity to leverage financial and programmatic data from IH and partners to drive strategy and decision making to ensure quality primary healthcare reaches the greatest possible number of patients.

Integrate Health offers a competitive compensation package and a generous benefits package aligned to applicable law. The compensation range for this position will be between \$150,000 and \$200,000.

## Your Contribution

### Responsibilities and year one expectations:

1. Financial strategy, sustainability, and leadership
  - a. Work closely with CEO and senior leaders to develop and implement strategies that advance the organization's mission and vision, such as positioning to effectively manage restricted and government funding
  - b. Leverage financial and other quantitative analysis and insights from internal financial and programmatic data, as well as financial information from

- partners and broad sector trends to provide strategic financial guidance and support to the organization
  - c. Build and develop the finance team and provide leadership and mentorship to foster a culture of continuous improvement
  - d. Report on the financial performance of the organization to the Board of Directors, including forecasts, risks, and opportunities
  - e. Manage activities associated with Security and Investment of funds and work with partners to raise additional capital required
2. Managing financial operations
- a. Manage and oversee all financial operations, including financial reporting, budgeting, forecasting, financial analysis, and compliance requirements
  - b. Develop and implement financial strategic plans and operating procedures that support the organization's mission and goals
  - c. Ensure the accuracy and completeness of financial records, and prepare and present financial reports, as well as analysis and recommendations, to the CEO and Board of Directors
  - d. Oversee the annual budgeting process, working closely with all stakeholders to develop realistic and achievable budgets
  - e. Oversee all tax filings and compliance requirements, ensuring that the organization is in compliance with all relevant laws and regulations
3. Strategic partnership
- a. Engage with strategic partners including Government Ministry of Health and Finance, foundations, academic institutions, and bi- and multi-lateral institutions
  - b. Advise Country Teams on how to effectively support governments to advance national health financing plans, including design and delivery of financial technical assistance and capacity building

## **What are we looking for?**

We are looking for candidates who possess CFO experience, excellent analytical capacity, and a strategic mindset. The right candidate will be eager to take on the challenges of advancing sustainable financing strategies for community health systems across West Africa. The successful candidate will also be a servant-leader that believes health is a human right and recognizes that she or he is ultimately accountable to the patients and communities we serve.

## **Additional qualifications:**

- Experience as a CFO or comparable role at a medium or large-scale enterprise in West Africa (non-profit or commercial), preferably with a healthcare focus.
- A passion for social justice, global health equity, and eliminating preventable deaths in the world's most vulnerable communities.
- Ability to be based in or travel to Togo and Guinea, as well as execute other domestic and international travel (up to 40% total).
- Experience supporting Government-led initiatives and sustainable financing reforms.
- Experience building and leading teams and managing excellent financial operations.
- Demonstrated ability to exercise leadership, achieve results on time, and deliver quality.
- Self-organized and goal oriented.
- Experience driving thoughtful processes to make strategic decisions and solve problems.
- Diplomatic and humble learner with the ability to listen and to patiently develop genuine relationships, even with those who may be initially resistant.
- Excellent interpersonal and communication skills (written and spoken), with demonstrated ability to build relationships and to earn respect of colleagues, patients, and partners from diverse backgrounds.
- Adaptability, humility and a sense of humor.

## **Education**

Master of Business Administration (MBA) or Masters in related field

## **Languages**

Fluent in French and English (minimum B2 level)

## **Commitment to Diversity, Equity, and Inclusion**

At Integrate Health, we place a high value on diversity and the benefits that come from having employees with a wide variety of backgrounds and experiences. We do not discriminate on the basis of race, religion, color, national origin, gender, sexual

orientation, age, marital status, veteran status, or disability status. Applicants of West African origin, especially women, are strongly encouraged to apply.

To learn more, please visit the diversity, equity, and inclusion page on our website: <https://integratehealth.org/diversity-equity-and-inclusion/>

## To Apply

Please submit a resume and responses to the three questions below in **no more than one page** to [info@integratehealth.org](mailto:info@integratehealth.org) with Chief Financial Officer in the subject line.

1. Why are you interested in this position?
2. What is one reason you think you'd be a good fit for this position?
3. What is one strength you would bring to this position?

Please keep total question responses to a maximum of one page. The application deadline is rolling. Interested applicants are strongly encouraged to apply as soon as possible.

## Hiring Process

The hiring process will include the following steps:

1. Review submitted applications
2. Conduct 20-minute screening interviews for shortlisted candidates
3. Request that shortlisted candidates submit a practical assessment (designed to take no more than two hours to complete)
4. Conduct skills-based interviews for 3-5 candidates
5. Request references
6. Conduct final interview if necessary
7. Make offer

Only shortlisted applicants will be contacted, but candidates who proceed to step 2 will be notified if they are not chosen for step 3.

### About Integrate Health

Integrate Health (IH) is a rapidly growing global health organization working to serve rural and remote communities in Togo, and in Guinea, West Africa. We believe that access to healthcare is a human right, and we are committed

to making this a reality by partnering with governments and local communities to make quality primary healthcare accessible to all. We implement and study an integrated approach to strengthening primary healthcare delivery in order to achieve universal health coverage.

By integrating professional Community Health Workers with improved care in public clinics, this approach creates a patient-centered health system that is accountable to the community and dramatically reduces mortality in severely resource-limited settings.

For more information on Integrate Health, please visit [www.integratehealth.org](http://www.integratehealth.org).