



Chief Financial Officer (CFO)

The Chief Financial Officer (CFO) works under the general direction of the Chief Executive Officer (CEO) and is responsible for the overall management of HWC's Finance and Information Technology (IT) departments and is responsible for provision of services consistent with the mission, vision, and goals of HWC, quality outcomes and regulatory standards.

The Director of Quality will be responsible for providing strategic advice and develop strategic operating plans; preparing long-term and short-term goals and company objectives; providing leadership and motivation to all employees and managing/supervising executives, managers and all other applicable staff members.

QUALIFICATIONS

The CFO is responsible for all financial policy and programs in the agency and is a key member of the senior management team; providing strategic leadership to support the agencies financial, clinical, and operating goals; preparing and presenting budgets, financial analysis, provide accurate and timely financial reports, manage accounting, and management information systems; establishing and monitoring internal controls, protecting assets of the agency, managing cash flow, administering payroll, revenue cycle management (including billing and collecting), materials management, information systems, and contracting management oversight; coordinating audits and overseeing necessary annual filings for state and federal programs; ensuring compliance with established accounting principles and all state and federal fiscal intermediary and accrediting regulations and participating in public relations and fund-raising activities while representing the agency as a leader of the organization.

REPORTS TO

Chief Executive Officer (CEO)