



The University of the South, familiarly known as “Sewanee,” is seeking a seasoned financial executive and leader for the position of Chief Financial Officer and Vice President of Administration (CFO/VPA). Reporting to the Vice-Chancellor and President, the CFO/VPA is a key member of the VC’s executive staff and cabinet, working collaboratively and transparently with senior leaders, board members, faculty, and other key stakeholders toward achieving the university’s financial and strategic goals. The CFO/VPA will oversee key administrative functions, including Finance, Purchasing, Human Resources, Dining Services, and Facilities Management, ensuring operational efficiency and financial strength. This role demands a forward-thinking leader who embraces collaboration, innovation, and data-informed decision-making to support the university’s academic mission and institutional advancement.

Sewanee is distinctive in its academic reputation, its setting, and its sense of community. As a premier liberal arts institution with one of the leading Episcopal seminaries in the country, the University is deeply committed to excellence in teaching; to close and lasting relationships among students, faculty, and staff; and to significant faculty contributions in scholarship, research, and creative activity. Founded in 1857, Sewanee comprises a nationally recognized College of Liberal Arts and Sciences, a School of Theology, and a School of Letters. Located atop the Cumberland Plateau, the University’s collegiate Gothic architecture and 13,000 acres of land (referred to as “the Domain”) reflect natural beauty and grandeur and offer unique educational opportunities.

**Key Responsibilities:**

- Leads all financial operations, including budgeting, accounting, strategic financial planning, and forecasting.
- Drives future and strategic financial planning and facilitates discussion on the impact of long-term financial matters.
- Oversees long-term capital planning, including campus facilities management and infrastructure investment.
- Serves as a key member of the Vice Chancellor’s senior leadership team, coordinating the overall financial management of the university.
- Serves as a strategic partner to the Vice Chancellor and Board.
- Supervises and provides leadership for administrative functions including Finance, Purchasing, Human Resources, Dining Services, and Facilities Management.
- Leads the annual budgeting processes, monitors actual-to-budget reports, and implements budget-related initiatives.
- Ensures operational efficiency and cost-effectiveness in all administrative functions.
- Provides regular, transparent, and highly visible reporting to stakeholders, including governing boards, faculty, university affiliates, and donors.

- Maintains as a priority compliance with laws, regulations, and standards applicable to divisional activities.
- Advises the Vice Chancellor, cabinet, and board members on issues relating to administration and finance by presenting reports and recommendations during board meetings and preparing reports, recommendations, findings, and other correspondence as needed.
- Serves as the administrative liaison to the Board of Regents' Operations Committee and the Investment Management Committee, the latter of which requires working with the university's outsourced investment partner (OCIO) to coordinate endowment investments and management.
- Manages and mentors staff within the finance and administration division.
- Promotes professional development and fosters a culture of collaboration and continuous improvement.
- Builds and maintains effective working relationships with faculty, staff, students, and external stakeholders and serves as a point person for outside audit partners.

### Qualifications

- Master's degree in finance, business administration, or a related field (MBA/CPA preferred).
- Extensive experience (10 years) in finance and administration leadership roles.
- Proven leadership experience with the ability to manage complex financial and operational systems.
- Strong knowledge of accounting principles, budgetary processes, and financial reporting.
- Familiarity with higher education funding models, including grants, tuition revenue, and endowments, with a particular understanding of private, liberal arts education.
- Exceptional communication, organizational, and problem-solving skills and a proven record of collaboration and teamwork.

### Core Competencies

- **Financial Acumen:** In-depth understanding of financial operations, accounting standards, budget management, and financial reporting.
- **Strategic Thinking:** Demonstrates the ability to anticipate and plan for the long-term financial success of the university by aligning fiscal strategies with institutional goals.
- **Analytical Skills:** Proficiency in analyzing complex financial data, developing budgets, and generating insightful financial reports.
- **Problem-solving skills:** Strong critical thinking and problem-solving skills geared toward identifying risks and creating solutions with the ability to balance operational management and long-term planning.
- **Leadership:** Proven ability to lead and inspire a team, fostering collaboration and continuous development.
- **Communication:** Exceptional communication skills, with the ability to clearly present financial information to both financial and non-financial audiences.

- **Collaboration:** Strong interpersonal skills to connect with individuals from various backgrounds, understanding their unique experiences and perspectives, and effectively addressing any issues or concerns.

### **Nominations and Applications**

**The application deadline for full consideration is Friday, May 30, 2025.** To apply, applicants should include in MS Word or PDF format a letter of interest addressing the themes in this profile, a resume, and three references with email addresses and phone numbers (to be contacted at a later date with the candidate's approval) to

[SewaneeCFO@bakerconsultinggroupllc.com](mailto:SewaneeCFO@bakerconsultinggroupllc.com)

Nominations and confidential inquiries can be directed to Brad Baker, President of Baker Consulting LLC, or Shanthi Row, Principal Consultant, at

[SewaneeCFO@bakerconsultinggroupllc.com](mailto:SewaneeCFO@bakerconsultinggroupllc.com)

The University of the South is an equal-opportunity educational institution that is committed to creating and maintaining a diverse and inclusive campus environment.