



EXECUTIVE SEARCH PROFILE

VIVENT HEALTH
VICE PRESIDENT OF FINANCE



VIVENT HEALTH – VICE PRESIDENT OF FINANCE

PURPOSE Vivent Health is a nationally recognized leader providing health care and social services to over 15,000 HIV patients. Our award-winning Medical Home model is the gold standard for coordinated care. This success and notoriety allowed us to expand rapidly across the country. At \$200 million in revenue, Vivent Health is one of the largest ASO's in the country. Vivent Health operates now in five States and has doubled the number of HIV patients in care with a strategic goal of doubling this number again over the next 3 years. Staffing has increased commensurate with our client growth. Vivent Health now has 500 Champions working, a doubling of staff from just 2 years ago.

Finance is one of the four pillars of our Market Culture at Vivent Health. We believe that yearly profitability and long-term financial sustainability are key to increasing Access, improving Quality, and supporting our Champions. External constituents, including granting agencies, individual donors, and foundations make funding decisions based on timely, accurate financial information from Vivent Health. Our Executive team, Board and Committee members, and Champions depend on Finance each day to provide information that can be used to make strategic and operational decisions. The Vice President of Finance guides a team of 20 finance professionals managing this critical function at Vivent Health.

SUMMARY Reporting to the Executive Vice President & Chief Financial Officer, the Vice President of Finance is responsible for financial activities and reporting at Vivent Health. The VP of Finance will need a hands-on approach with all aspects of finance at Vivent Health, including treasury management, revenue cycle management, payroll, financial audits, tax compliance and reporting, budgeting, and grant reporting and audits. The Finance VP will coordinate timely financial reporting for Vivent Health Executives, and public and private funders. This individual will communicate and interact with leadership across the organization. The Finance VP will be a skilled manager able to maximize individual and team performance. Since reimbursement and grant revenue are critical components of our finances, the VP of Finance needs to have a deep understanding of clinical, pharmacy and grant finances. As a Vice President, the VP of Finance will be a member of the Vivent Health management team. In this key role, the VP of Finance is expected to be an active participant in strategy discussions and lead organizational-wide initiatives.

- FUNCTIONS**
- Direct all aspects of accounting operations, oversee all transactions related to general ledger, receivables, payables, payroll, and financial reporting.
 - Prepare and issue accurate, timely financial statements and reports.
 - Develop and maintain all necessary accounting policies, internal controls, accounting standards, procedures, and systems, including general ledger and financial reporting. Ensure that records are maintained in accordance with generally accepted accounting principles.
 - Analyze company's financial results with respect to trends, costs, and compliance with budgets.
 - Manage and complete annual financial audit process.
 - Oversee all tax reporting and filings.
 - Coordinate annual budget process and monitor compliance enterprise wide.
 - Manage cash flow to maximize utilization and reserve balances.
 - Build and manage a diverse team that develops expertise and experience as the organization grows.
 - Mentor and develop staff using a supportive and collaborative approach: assign accountabilities; set objectives; establish priorities; and monitor and evaluate results.
 - Interact and educate leadership on entity finances.
 - Collaborate with Grants Management to ensure budgeting, revenue and expense tracking and reporting compliance.
 - Develop meaningful strategic relationships with auditors and vendors to support business operations and growth needs.
 - Perform other finance and administrative duties as required.

- QUALIFICATIONS**
- 10-15 plus years of accounting and financial management experience.
 - Experience working in a not-for-profit with grant funding strongly preferred.
 - Experience with all aspects of revenue cycle management.
 - Bachelor's degree in Accounting, Finance or Business. CPA required.
 - Strong organizational skills, attention to detail, ability to prioritize and meet deadlines.
 - Strong managerial skills with proven record of building highly efficient finance team
 - Ability to multi-task in a fast-paced environment with fluctuating priorities and deadlines.
 - Ability to work without direct supervision, and efficiently manage tasks and time.
 - Merger and acquisition finance experience.
 - Experience with pharmacy finance.

Lauber Business Partners has been exclusively engaged to conduct this search.