

Chief Financial Officer Opportunity

Green Valley Recreation, Inc.

Enhancing lives through recreation, community, and connection.

\$100,000-\$125,000 Annual Salary

Location: Green Valley, Arizona

The Organization

About Green Valley Recreation

Green Valley Recreation (GVR) is a nonprofit membership corporation founded in 1975 to enhance the quality of life for residents of Green Valley, Arizona. Today, GVR serves more than 23,000 members across 17 recreation centers.

As one of the largest membership-based recreation organizations in the region, GVR provides extensive amenities including fitness centers, swimming pools, tennis and pickleball courts, arts and crafts studios, meeting spaces, and a wide range of clubs and classes. Each year, thousands of members participate in leisure education, social events, and volunteer activities that strengthen the sense of community that defines Green Valley Recreation.

GVR operates with a clear mission: *To provide excellent facilities and services that create opportunities for recreation, social activities, and leisure education to enhance the quality of our members' lives.*

Our Vision: *To be a friendly, vibrant community of choice for adults desiring lifelong opportunities for physical, mental, and social engagement.*

About Southern Arizona

Located 25 miles south of Tucson and an hour north of the U.S.–Mexico border, Green Valley offers a sunny climate year-round and a relaxed, small-town atmosphere surrounded by desert mountain views. The community enjoys more than 280 days of sunshine annually, with easy access to outdoor recreation such as hiking in Madera Canyon, exploring Saguaro National Park, or visiting the historic arts community of Tubac.

Southern Arizona combines the amenities of nearby Tucson—major healthcare centers, cultural events, and the University of Arizona—with the slower pace and natural beauty of the Santa Cruz

Valley. For professionals seeking balance, it's an exceptional place to live, work, and enjoy the outdoors.

Governance and Organizational Structure

GVR is governed by a volunteer Board of Directors elected by the membership. The Board sets policy, approves the annual budgets, and provides oversight to ensure that GVR operates in alignment with its mission and governing documents.

The Chief Executive Officer (CEO) reports directly to the Board and leads a dedicated team of professionals responsible for daily operations across all centers and programs. The Chief Financial Officer (CFO) serves as a key member of the executive team, advising the CEO, Board, and Finance Committee on fiscal management and long-term sustainability.

This governance model emphasizes transparency, collaboration, and accountability—values reflected throughout GVR's culture and operations.

The Opportunity

Reporting to the CEO, the Chief Financial Officer is a strategic advisor and executive leader responsible for GVR's overall financial health. This role provides steady, transparent stewardship of the organization's resources, ensuring long-term sustainability and strong alignment with GVR's mission.

The CFO leads all financial operations including accounting, reporting, budgeting, treasury, and forecasting. They oversee investments and cash flow, manage audits and internal controls, direct insurance and risk programs, and guide long-range capital planning and reserve studies. The CFO plays a central role in shaping GVR's financial strategy, equipping the CEO and Board with clear, accurate information to make sound decisions for the future.

The CFO also leads a capable Finance team, sets the tone for accountability and service, and collaborates closely across departments to strengthen processes, improve systems, and support center operations and member experience.

Key Responsibilities

- Provide strategic financial leadership as a core member of the executive team.
- Advise the CEO, Board, and Finance Committee on financial trends, forecasts, risks, and opportunities.
- Lead all financial and accounting operations, including general ledger, reporting, and internal controls.

Green Valley Recreation – Chief Financial Officer

- Oversee treasury functions, cash flow, banking relationships, and investment management.
- Direct the annual operating and capital budget development process in partnership with the CEO and leadership team.
- Oversee long-range capital planning, reserve studies, and modeling for major maintenance and replacement needs.
- Facilitate the annual external audit and ensure strong internal controls.
- Ensure compliance with GAAP and all applicable federal, state, and local laws.
- Oversee insurance programs, risk management, and asset protection.
- Maintain accurate fixed asset records, including acquisition, disposal, and depreciation.
- Develop and maintain financial and administrative policies that promote accuracy, accountability, and transparency.
- Collaborate with department leaders to understand business drivers and strengthen cross-department financial processes.
- Modernize financial systems, tools, and reporting to improve efficiency and data integrity.
- Lead, mentor, and support the Finance team to maintain high standards of service and accuracy.
- Coordinate with HR to ensure accurate payroll and benefit cost allocations.

The Ideal Candidate

The ideal Chief Financial Officer for Green Valley Recreation is a steady, principled leader who balances fiscal discipline with an understanding of community purpose. They see beyond spreadsheets to the people and programs their work supports. They bring deep technical expertise in accounting and finance, particularly in nonprofit or public-sector environments, and they're equally comfortable presenting to the Board, mentoring staff, or digging into the details of a budget forecast.

They lead with integrity and are calm under pressure, building trust through transparency and consistency. This individual thrives in a collaborative executive team and values GVR's culture of service, excellence, engagement, and neighborliness. They understand that financial stewardship is a form of service; ensuring that every dollar is used wisely to enhance the member experience and sustain the organization's long-term vitality.

Key attributes:

- Strategic thinker with practical judgment

- Approachable and supportive leader
- Highly organized, analytical, and accurate
- Effective communicator across staff, leadership, and the Board
- Experience with nonprofit, governmental, or member-driven organizations
- Comfortable balancing long-term planning with daily operational needs

A Day in the Life

A typical day for GVR's CFO starts early with a review of cash flow reports and current project spending across 17 centers. Before 9:00 a.m., they might meet briefly with the CEO to review budget performance or prepare materials for the next Fiscal Affairs Committee meeting.

Mid-morning, the CFO joins the Facilities and Recreation Directors to discuss funding timelines for capital projects—translating numbers into plans that keep improvements on track. In the afternoon, they lead the finance team in reconciling monthly reports, fine-tuning process improvements, and preparing forecasts for the upcoming fiscal year.

Before the day ends, the CFO may connect with the audit firm, confer with the investment advisor, or stop by a recreation center to see firsthand the impact of recent budget decisions. Each day blends strategic planning with operational oversight, ensuring that GVR remains financially strong and ready to serve its members well into the future.

Qualifications

- Bachelor's degree in Accounting, Finance, or related field (CPA preferred)
 - Ten or more years of progressive experience in nonprofit, public-sector, or member-serving financial leadership
 - Demonstrated experience with budgeting, forecasting, and long-range financial planning
 - Experience with capital budgeting, reserve studies, or major maintenance planning
 - Experience with investments, treasury, or cash flow management
 - Experience managing audits, compliance, internal controls, and risk management
 - Proven ability to supervise and develop staff
 - Advanced knowledge of GAAP and fiscal regulations
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Compensation and Benefits

Green Valley Recreation offers a competitive salary commensurate with experience, along with a comprehensive benefits package designed to support the well-being of our employees and their families.

Benefits include:

- Generous, employer cost share health insurance options.
- Employer-paid short- and long-term disability coverage
- 401(k) plan with 5% company match
- 10 paid holidays and up to 19+ days of paid time off annually
- Access to GVR facilities, programs, and professional development opportunities

At Green Valley Recreation, we believe that supporting our employees' health, growth, and balance allows them to do their best work in service to our members and community.

How to Apply

Applications must be submitted through www.gvrec.org/about/job-openings and must include a resume, cover letter, and at least three professional references.

We anticipate that initial application screening will begin Monday, January 5, 2026. Early applications are encouraged.

The selection process will include an initial HR screening, followed by interviews with the CEO and a leadership panel. Finalists may be invited to additional or follow up interview panel rounds.

The successful candidate will complete a background check and drug screen as part of the pre-employment process.

The ideal anticipated start date is early March 2026.

Confidentiality will be maintained throughout the process.

Green Valley Recreation, Inc. is an Equal Opportunity Employer.