



An Affiliate of  
**MERCYONE**



504 N. Cleveland St, Mt. Ayr, IA 50854

E-mail: [hr@rchmtayr.org](mailto:hr@rchmtayr.org)

Phone: (641) 464-3226

## Chief Financial Officer

**Department:** Administration

**Position:** Full Time, Exempt

### Educational/Experience Requirements:

- Bachelor's degree in accounting or finance and the knowledge of generally accepted accounting principles, and verbal, interpersonal and quantitative skills normally acquired through completion of this degree is required.
- CPA or master's degree strongly preferred.
- Must be a strong, hands-on and approachable leader who understands the value of being a team-player and have an outgoing and friendly personality.
- Must understand how to motivate and inspire staff to achieve optimal results, while keeping employee satisfaction high.
- Five (5) years' experience in a healthcare facility or equivalent background, preferred.
- Understands HIPAA regulations and privacy of patient and employee information.

### Brief Description of Job:

As the Chief Financial Officer (CFO) of our hospital, you will serve as a strategic partner to the executive leadership team, providing financial leadership and guidance to support the hospital's mission, vision, and strategic objectives. This role requires a strong focus on strategic planning, financial analysis, and effective leadership to drive organizational performance and ensure long-term financial sustainability.

### Essential Functions:

- Administers the general accounting, patient business services, including third-party reimbursement, financial, and statistical reporting functions of the hospital in accordance with established policies and accounting procedures.
- Provides formal or informal direction in data processing, distributed systems, material management and medical records functions.
- Trains subordinates on the above areas and monitors performance to ensure fiscal responsibilities are fulfilled.
- Assists the CEO in the development of long and short-range hospital operations plans that may include service demand analyses, resources availability analyses and cost benefit analyses of proposed capital and staff expansions.
- Develops long and short-range operational and capital budgets, which are supported by the hospital's long and short range plans and objectives.
- Prepares cash flow analyses and budget variance analyses.
- Recommends budget modifications as required. Assists managers in the development of departmental budgets.
- Monitors, interprets and analyzes hospital financial performance in realizing established plans and objectives of the hospital.
- Identifies and reports undesirable trends and potential business opportunities and makes recommendations for action.
- Directs the preparation of internal financial reports including work papers for annual financial audit.
- Assures the timely and accurate preparation of financial reports and assures that the reports reliably reflect the financial position of the hospital.



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- Assumes a lead role in analyzing and exploring means of reducing hospital operating costs and increasing revenues based on knowledge of market trends, financial reports and operating procedures.
- Responsible for direction and submission on a timely basis all financial data associated reports required by government and other regulated agencies including payroll tax reports, public disclosure reports and third-party payor cost reports.
- Administering the general accounting, patient business services, including third-party reimbursement, financial, and statistical reporting functions of the hospital in accordance with established policies and accounting procedures.
- Providing formal or informal direction in data processing, distributed systems, material management and medical records functions.
- Maintaining hospital accounting, including record-keeping and auditing of financial statements.
- Providing financial advice to service line healthcare administrators.
- Reporting to the CEO as a member of the administrative leadership team.
- Participating in strategic planning of financial management.
- Managing budgets, establishing policy, financial decision-making, controlling margins and debt, and making decisions about hospital assets and resources.
- Works administration on-call as scheduled.



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