

Job title	<i>Chief Financial Officer</i>	Job Classification	<i>Salary Exempt</i>
Reports to	<i>Chief Executive Officer</i>	Salary Range	

About Pro Cooperative

Our Mission: Building lasting partnerships by being PROactive, PROgressive and PROfessional.

Our Vision: To provide premier services to every customer through personalized relationships, whole farm solutions, and advanced technical knowledge.

Our Core Values:

- *Trust* - working to earn TRUST every day, operating with reliability and integrity.
- *Service* – SERVING others with understanding, respect and care.
- *Fun* – having FUN building a Positive Team and Family Spirit while removing barriers and letting people do what they do best.
- *Safety* - Ensuring the SAFETY of our people; doing what’s best to create the safest environment now and for the future.

Job purpose

- The position of a Chief Financial Officer is of great significance to Pro Cooperative.
 - The CFO will have primary day-to-day responsibility for planning, implementing, managing and controlling all financial-related activities of the company. This will include direct responsibility for accounting, finance, forecasting, strategic planning, job costing, legal and property management.

Duties and responsibilities

These are the basic duties and responsibilities of the position and must be performed competently. Basic duties and responsibilities include, but are not limited to the following:

- Ensure credibility of Finance & Accounting team by providing timely and accurate analysis of budgets, financial trends and forecasts.
- Manage processes for financial forecasting, budgets and consolidation and reporting to the Company.
- Ensure that effective internal controls are in place and ensure compliance with GAAP and applicable federal, state and local regulatory laws and rules for financial and tax reporting.
- Provides leadership in the development for the continuous evaluation of short and long-term strategic financial objectives.
- Direct and oversee all aspects of the Finance & Accounting functions of the organization.
- Evaluate and advise on the impact of long range planning, introduction of new programs/strategies and regulatory action.
- Establish and maintain strong relationships with the leadership team so as to identify their needs and seek full range of business solutions.
- Provide leadership team with advice on the financial implications of business activities.
- Provide recommendations to strategically enhance financial performance and business opportunities.
- Oversees company’s lending process, from evaluating clients’ creditworthiness to approving or rejecting loan requests and/or working with partner credit companies to ensure this process is accomplished.
- Lead the Standard Operating Procedures (SOP) Objective

- Attend various professional meetings/trainings, as related to position.
- Inform Chief Executive Officer of all relevant departmental issues in a timely manner.
- Perform all other duties as assigned by direct supervisor.
- Comply with Pro Cooperative policies, including Pro Cooperative's safety policies.

Qualifications

Qualifications include:

- Must possess a Bachelor's degree in accounting or business administration, or equivalent business experience and 5+ years of progressively responsible experience for a major company or division of a large corporation.
- Experience in Grain Accounting preferred
- Must possess experience in partnering with an executive team.
- Preference will be given to candidates with an MBA in Finance and the Certified Public Accountant or Certified Management Accountant designations.

Working conditions

Office setting at room temperature. Inside about 85% of the time and occasional work outside exposed to all weather conditions.

Direct reports

- Controller and other accounting support staff.

Approved by:	
Date approved:	
Reviewed:	11/01/2020

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position. This document doesn't constitute a contract of employment. Company may exercise its employment-at-will rights at any time.

Employee (Print & Sign): _____