



**Columbia  
Industries**

*Enrich. Empower. Respect.*

**Kennewick, Washington**

**CHIEF FINANCIAL OFFICER**

**\$125,000 - \$140,000**

*Plus Excellent Benefits*

*Apply by*

**December 11, 2022**

*(Open Until Filled)*

***PROTHMAN***



## KENNEWICK, WASHINGTON



Located along the shores of the Columbia, Yakima, and Snake Rivers in southeastern Washington, Columbia Industries is headquartered in Kennewick, Washington. Kennewick is a growing

community of over 80,000 residents that enjoy 300 days of sunshine a year. Kennewick, along with the neighboring cities of Richland and Pasco, comprise the Tri-Cities metropolitan area with a population of over 308,000. Kennewick is the largest of the Tri-Cities and is a regional shopping and entertainment hub and an outdoor recreational paradise. Kennewick offers breathtaking parks, a vibrant downtown, upscale dining and retail, art galleries, antique shops, and a variety of entertainment venues.

The Columbia Center Mall is one of the largest covered malls in Eastern Washington, and downtown Kennewick is undergoing a revitalization focusing on creating a great gathering place in a comfortable, hometown setting, where merchants and customers are friends and neighbors. The Tri-City area also boasts more than 200 wineries and micro-breweries within a 50-mile radius, producing some of the finest wines in the country.

The Tri-Cities is a sports minded community, which is reflected in the many public athletic facilities and is home to two professional sports teams: Tri-City Americans WHL Ice Hockey and Tri-City Dust Devils, a professional Single A affiliate of the Los Angeles Angels. The Toyota Center in Kennewick hosts the Tri-City Americans WHL ice-hockey team, along with many great sporting and entertainment events throughout the year. Golf is one of the most popular sports enjoyed year-round in Kennewick, with over ten premier courses challenging the most experienced golfer as well as providing opportunity for the beginner.

The confluence of the Snake, Yakima, and Columbia Rivers has produced an aquatic playground that brings water lovers from all over the region together to enjoy sailing, boating, water-skiing, swimming, fishing, windsurfing, and more. The annual Benton-Franklin County Fair and Rodeo showcases National Championship cowboys and bull riders and brings in country and pop music entertainment stars.



Columbia Basin College (CBC) and Washington State University Tri-Cities (WSU-TC) urban campus are located in the neighboring cities of Pasco and Richland. CBC offers an array of two and four year degree programs, as well as vocational/technical career programs. WSU-TC provides undergraduate and graduate degree programs.

## THE ORGANIZATION

Founded in 1963, Columbia Industries (CI) is a 501(c)(3) that serves individuals with developmental disabilities and other barriers to employment and social inclusion. The non-profit organization is a social enterprise and a small conglomerate that owns four for-profit businesses that fund CI's five non-profit mission services. The for-profit enterprises include CI Information Management (secure document and media destruction), four area Round Table Pizza restaurants, Paradise Bottled Water, and CI Express (FedEx Ground contractor). CI specializes in job and life skills training; job placement; wrap around services that include housing, food, transportation, benefits assistance, and connectivity to community resources.

CI also operates a center for social enrichment for its clients called CI Community Center. CI services empower individuals with disabilities and other life barriers to achieve personal success.

Columbia Industries currently has a 12-member Governing Board (with a max threshold of 15) and operates on a 2022 budget of \$15,477,318. Departments of CI include: Administration (leadership, HR, IT, Finance Marketing and admin support), CI Community Center, CI Employment Services, Special Events & Fundraising, Empowerment Place, Housing, Richland Federal Building Custodial & Grounds Maintenance (Source America contract), and Opportunity Kitchen. Each of CI's subsidiaries has an independent three-person Board of Directors, which include CI's President & CEO serving as a voting member of each Board.

To learn more about Columbia Industries, please view the full Organizational Overview found [here](#), and visit [www.columbiaindustries.com](http://www.columbiaindustries.com)

## THE POSITION

Under general direction of Chief Executive Officer, the Chief Financial Officer (CFO) will be an accomplished, strategic, passionate, and collaborative financial leader with excellent finance, accounting, Treasury, and strategic planning skills and a business-focused, operational mindset. The CFO will be an effective, process-oriented manager and mentor who can provide maximum impact and support for CI's mission programs and business lines. The CFO will provide timely, operationally insightful financial information to the Chief Executive Officer, Executive Leadership team, Department Managers, and the Board of Directors, and lead, supervise, coach and collaborate with the accounting department team members.



## General position responsibilities include:

- Plan, develop, operate, and control the annual budget.
- Manage annual financial audit.
- Mentor and manage the Controller position.
- Interface with bankers and financial institutions.
- Perform risk analysis in conjunction with insurance brokers; ensure company's risks are mitigated.
- Direct monthly, quarterly, and yearly closing procedures.
- Supervise all accounting activities for the consolidated organization.
- Provide insight and advice to department and business managers.
- Provide periodic consolidating of financial reports.
- Oversee the withholding and remittance of employment taxes and quarterly filings.
- Provide KPIs in financial reporting.
- Manage annual budget process and QuickBooks Enterprise in all integrated software platforms.
- With other executive leadership team members, provide strategic vision in acquisitions.

## OPPORTUNITIES & CHALLENGES

### Opportunities:

- As CI has increased awareness of its services and programs, many community agencies have expressed a desire to partner with the organization. These partnerships are expected to translate to more clients served through Columbia Industries' non-profit mission services and program expansion to offer more services to address the growing needs of the community.
- Philanthropic giving has not been a focal point for CI. However, through active community engagement we expect to grow the donor base and individual and corporate donations to help support CI mission services.
- Workforce development is a significant community need and as labor is tight, the community will need to look for alternate sources of workforce development. CI is well positioned to address this need and capitalize on the situation to launch vocational training programs in partnership with area employers.

**Challenges:**

- CI's Roundtable Pizza stores and Paradise Bottled Water have experienced the lingering effects of COVID and the current economic climate. However, both businesses are rebounding, and CI is working on strategies to accelerate this.
- Historical business patterns have not returned to Round Table Pizza stores, remote and hybrid work has impacted lunch business, and COGS continue to be on the rise.
- Paradise recognized a significant loss in commercial business as offices closed, and when they reopened, many workers who would have consumed water are now remoting full or part time.
- Contract reimbursement rates from the State and County for Developmental Disabilities Administration (DDA) and Division of Vocational Rehabilitation (DVR), which supports CI's Employment Services division, has not seen a rate increase in over a decade; current funding does not adequately support the services we provide to the community. Without a rate increase, additional funding sources will be needed to appropriately staff and provide competitive wages and benefits. There is currently work to address this in the Washington State Legislature.

**For more information on  
Columbia Industries, please visit:**

[www.columbiaindustries.com](http://www.columbiaindustries.com)

**EDUCATION & EXPERIENCE**

A bachelor's degree from an accredited college in accounting or a related field is required. The ideal candidate will have had at least five (5) years in a senior leadership or management position, five (5) years of supervisory experience, have an advanced degree, and be a CPA. Tax and Treasury management skill, an understanding of business operations with deep experience supporting them, and a track record of managing and building budgets, programs or businesses is highly desirable. Candidates should have an understanding of tax, accounting, and funding requirements for nonprofit businesses, and knowledge of state or federal government funded programs. The ideal candidate will have past success working with a Board of Directors and be a self-starter who practices transparency and high integrity leadership. Solid financial management skills anchored by a true process orientation is highly desirable. The selected candidate will have experience with budget preparation, analysis, reporting and 5-year projection processes, and show excellent leadership and interpersonal skills. This person will be a highly effective manager and mentor, and a proven Change Leader with a strategic vision.

**COMPENSATION & BENEFITS**

- **\$125,000 - \$140,000 DOQ**
- **Potential Bonus.**
- Medical, Dental, Vision Insurance.
- Life Insurance.
- 401k with 3% employer contribution.
- 13 PTO days the first year accruing an additional day a year of PTO.
- 10 Paid Holidays.
- Relocation assistance available.

Columbia Industries is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **December 11, 2022** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "Open Recruitments", select "**Columbia Industries, WA – Chief Financial Officer**", and click "**Apply Now**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



**www.prothman.com**

371 NE Gilman Blvd., Ste 310  
Issaquah, WA 98027  
206.368.0050