

This search ended March, 2008, with the selection of Craig Sarsony, who previously was vice president for finance and administration at the Grameen Foundation. He also has been vice president for finance and administration at the Eurasia Foundation.

Job Announcement
Elizabeth Glaser Pediatric AIDS Foundation
Director of Financial Planning and Analysis
(Washington, DC)

(Posted: January, 2008)

The Elizabeth Glaser Pediatric AIDS Foundation has retained Slesinger Management Services to recruit a person with extensive experience in financial planning and analysis, including budgeting, financial reporting, and cost accounting, to ensure that the Foundation's financial resources are put to optimal use and are adequate to support the organization's expanding international programs.

Applications will be accepted until this search is completed. To confirm that the search is still active, please see www.SlesingerManagement.com.

About the Foundation

The Elizabeth Glaser Pediatric AIDS Foundation is a nonprofit organization dedicated to preventing pediatric HIV infection and eradicating pediatric AIDS through research, advocacy, and prevention and treatment programs.

In 1981, Elizabeth Glaser, the wife of actor Paul Glaser, contracted HIV through a blood transfusion during the birth of her daughter, Ariel. Elizabeth unknowingly passed the virus on to Ariel, and then later to her son, Jacob. Following Ariel's death in 1988, Elizabeth joined with close friends Susie Zeegen and Susan DeLaurentis to create a foundation to bring hope to all children with HIV. Elizabeth lost her own battle to AIDS in 1994, but because of her work, Jacob and countless other children have been saved.

The Foundation currently has three primary programs for fighting pediatric AIDS: funding critical research, launching international HIV prevention and treatment programs, and advocating for children's health.

1. Research

The Foundation provides grants and technical leadership awards as well as training and capacity-building to leading scientists around the globe. A recent example is the Foundation's partnership with The George Washington University School of Public Health and Health Services, which will align the University's expertise in public health with the Foundation's work fighting pediatric AIDS around the world.

2. International Prevention and Treatment Programs

On a global level, the Foundation's International Family AIDS Initiatives provide a full range of critically needed services – from counseling and testing, to prevention of mother-to-child

transmission, to lifelong care and treatment for entire families – designed to sustain life, diminish the number of orphans, and keep families and communities strong. The Foundation partners with community-based organizations around the world to ensure that important decisions are made locally.

3. Advocacy

Elizabeth Glaser went to Washington, D.C., in 1988 to share her story and to convince key leaders that children with HIV must be one of our nation's top priorities. Since then, the Foundation's commitment to advocacy has produced real victories for children. By working with elected officials, policymakers, infected children and families, the scientific community, business leaders, and the national media, the Foundation has: successfully expanded funding for pediatric research, worked to improve the Ryan White CARE Act, fought to prevent discrimination against people living with HIV, successfully advocated for increased global AIDS funding, and improved the safety, efficacy, and availability of drugs for children with AIDS.

The Foundation currently has a staff of about 500: 86 are in the Washington, DC, office; 24 are in Santa Monica, California; and about 400 are in overseas offices, mostly in Africa. Annual expenditures are expected to exceed \$120 million in 2008, representing an increase of almost 100 percent since 2005. The Foundation's revenue comes largely via cooperative agreements with the Centers for Disease Control and Prevention (CDC) and the U.S. Agency for International Development (USAID). The Foundation also receives financial support from private donors including pharmaceutical companies such as Johnson & Johnson, foundations such as the Bill and Melinda Gates Foundation, and the general public.

To learn more about the Elizabeth Glaser Pediatric AIDS Foundation, please see its website at www.PedAIDS.org.

The Position and its Principal Responsibilities

Reporting to the Foundation's chief financial officer and vice president of finance, the director of financial planning and analysis will:

1. Lead the financial analysis and planning process in support of the Foundation's growing international programs and research.
2. Manage the development of the Foundation's annual budget and coordinate the process to review revenue and expenditures throughout the year.
3. Complete the development and implementation of a financial reporting system that provides accurate, understandable, and timely reports to staff and donors.
4. Assure that the Foundation's cost structure and indirect cost methodology and rates support the full recovery of direct and indirect costs in compliance with U.S. Government regulations.
5. Set up other systems that enable Foundation staff, including country directors and program staff in overseas offices, to better understand and use budgets, financial reports, and other tools of effective financial management.
6. Work closely with both the controller and the director of grants and contracts (as well as with the CFO) to ensure that the Foundation's financial management system is effective and efficient.
7. Oversee operations and staff of the financial planning and analysis unit, which currently includes four other staff in Washington, DC.

Desired Skills, Experience, and Characteristics

The ideal director of financial planning and analysis will have:

1. A solid understanding of financial planning and analysis, including the ability to manage the budget formulation and review process for an expanding nonprofit working in the international development and health fields. An MBA degree is highly desirable.
2. Experience with the financial management of U.S. Government grants and cooperative agreements, including the preparation of proposals and work plans. Knowledge of OMB Circulars A-110, A-122, and A-133 is required.
3. Demonstrated ability to understand and respond to the need for financial data from various internal and external clients, as well as the ability to develop financial reporting tools and systems.
4. Extensive experience with international nonprofit organizations, including an ability to work effectively and collegially with people from other countries and cultures.
5. Strong oral and written communications skills, including the ability to train program and other staff in budgeting and financial analysis, reflecting the Foundation's desire to decentralize responsibility from headquarters to overseas offices.
6. A customer-service orientation, treating program and other staff, and colleagues at funding organizations, as clients to be served.
7. An ability to travel overseas approximately 10 percent of the time, i.e. perhaps two to three trips per year to Africa, with each trip taking 7 to 14 days.

Compensation

Salary will be commensurate with experience and qualifications. Compensation also includes a comprehensive benefits package.

To Apply

Please e-mail:

1. cover letter that explains why you're interested and qualified,
2. resume, and
3. three-year salary history (which will be held in strict confidence)

to search consultant Larry Slesinger, Founder and CEO of Slesinger Management Services, at Larry@SlesingerManagement.com. Please include "Glaser" in subject line; attached files in Microsoft Word or PDF only.

All applications will be acknowledged promptly.

(This job announcement can also be found at www.SlesingerManagement.com.)

The Elizabeth Glaser Pediatric AIDS Foundation is an equal opportunity employer.