



Lead, Financial Planning and Analysis

Vacancy Announcement

The Organization

The Climate Action Reserve is a 501(c)3 nonprofit organization. Our vision is a world cooperating to solve climate change at speed and scale, and our mission is to develop and implement trusted market-based programs to advance climate action for people and planet. Our portfolio includes one of the world's leading greenhouse gas crediting programs: we establish high-quality standards for the quantification of emission reductions and removals, register projects that meet these standards, issue credits from these projects, and track these credits in a transparent, publicly accessible registry system. For more information about us, please visit our website (<http://www.climateactionreserve.org>).

Job Description

The Lead, Financial Planning and Analysis is responsible for designing and delivering initiatives aimed at ensuring the long-term financial health and sustainability of the organization. Key duties include:

- **Budgeting and forecasting:** Develop and manage the organization's budget and quarterly financial forecasts for review and oversight by senior leadership and ultimately the organization's Board of Directors.
- **Revenue tools:** Identify, develop, and implement proposals for strengthening the revenue tools available to the organization.
- **Data analysis:** Develop and implement effective tools for analyzing relevant historical and operational data to generate financial and strategic insights that help shape the organization's strategic decision-making.

As needed, and primarily for backup purposes (e.g., vacation cover), key duties also include:

- **Financial operations:** Provide reliable support for the organization's financial operations functions such as payroll, accounts receivable, accounts payable, and account management, as well as the annual audit process.
- **Expense controls:** Advise on the organization's controls to monitor and address expenses.
- **Monitoring:** Support the preparation of periodic financial reports including the tracking of budget to actual performance, the proactive identification of variances, and the implementation of appropriate adjustments.

Skills and Qualifications

Essential:

- At least 9 years of relevant professional work experience. This requirement may be shortened for a candidate holding a relevant graduate or professional degree or professional designation, e.g., CPA.
- Experience in budgeting, forecasting, and financial reporting to support business decisions.
- Advanced proficiency in Excel, including financial modeling and analysis.
- Ability to communicate financial insights clearly and concisely.
- Attention to detail.
- An undergraduate degree.
- Legal right to work in the jurisdiction of residence.
- Fluency in English.

Preferable:

- Strong familiarity with environmental products (e.g., carbon credits), carbon accounting, and/or greenhouse gas crediting programs, gained through work experience in the sector.
- Familiarity with compliance and financial risk management.
- A relevant graduate or professional degree or professional designation (e.g., CPA).

Working Conditions

This position requires significant daily overlap (at least 5 hours) with Pacific Time business hours. Although most duties may be performed virtually, occasional in-person presence is required (e.g., events, retreats).

Salary and Benefits

The pay scale for residents of the United States is \$95,000–\$145,000. The pay scale for non-US residents reflects local market conditions. This position offers a comprehensive benefits package.

Application Information

Please submit a cover letter (1 page) and resume (maximum 2 pages) to operations@climateactionreserve.org. Selected candidates will be contacted for the next stage of the hiring process.

The Climate Action Reserve is an equal opportunity employer, provides reasonable accommodations to applicants with disabilities, and collects and uses personal information in accordance with California privacy laws. For more information, please visit our website (<https://climateactionreserve.org/about-us/employment>) or contact us via email (operations@climateactionreserve.org).