Chief Financial Officer

Position Title	Chief Financial Officer
Department	Executive Team
Reports To	CEO
FLSA Status	Exempt
Supervises	Accounting/Finance team and other assigned functions
Date Reviewed	6/2026

Position Summary

The Chief Financial Officer serves as a member of Bronco Federal Credit Union's Executive Team and is responsible for the financial leadership, fiscal integrity, and long-term financial sustainability of the credit union. The CFO provides strategic financial guidance to the President/CEO, Board of Directors, and Executive Team while ensuring accurate financial reporting, strong internal controls, effective balance sheet management, regulatory compliance, and sound stewardship of member assets.

The CFO leads the credit union's accounting, finance, budgeting, forecasting, asset/liability management, investment, liquidity, capital planning, and financial reporting.

Essential Duties and Responsibilities

Strategic Financial Leadership

- Develop and lead the credit union's financial strategy in alignment with Bronco's strategic plan, growth objectives, risk appetite, and commitment to safety and soundness.
- Serve as a trusted advisor to the President/CEO, Board of Directors, and Executive Team on financial performance, balance sheet strategy, capital, liquidity, earnings, risk, and long-term sustainability.
- Participate actively in strategic planning, executive decision-making, product and service evaluation, branch and market analysis, and major organizational initiatives.
- Translate complex financial information into clear, practical insights that support informed decision-making by management and the Board.
- Monitor economic, market, regulatory, and credit union industry trends and evaluate their impact on Bronco's financial position and strategic direction.

Accounting, Financial Reporting, and Controls

- Oversee the accounting and finance functions, including general ledger, accounts payable, accounts receivable, financial analysis, fixed assets, investments, payroll accounting, taxes, and other assigned financial operations.
- Ensure accurate, timely, and complete financial statements and management reports in accordance with GAAP, NCUA requirements, applicable regulations, and internal policies.
- Prepare and present monthly financial reports, variance analysis, key performance indicators, and strategic financial updates to the President/CEO, Executive Team, Board of Directors, and appropriate committees.
- Maintain strong internal controls over financial reporting, accounting operations, cash management, wire activity, reconciliations, and other critical financial processes.
- Ensure timely and accurate filing of NCUA Call Reports and other required financial, regulatory, and informational reports.

Budgeting, Forecasting, and Performance Management

- Lead the annual budget process, including development, review, implementation, monitoring, and ongoing variance analysis.

- Develop financial forecasts, long-range financial plans, and scenario models to support strategic planning, capital planning, pricing decisions, growth strategies, and risk management.
- Evaluate performance against budget, forecast, peer data, historical trends, and strategic goals; recommend corrective action when needed.
- Partner with department leaders to improve financial understanding, expense discipline, productivity, and accountability across the organization.
- Support profitability analysis for products, services, delivery channels, branches, member segments, and major initiatives.

Asset/Liability Management, Liquidity, Investments, and Capital

- Lead and coordinate the credit union's asset/liability management function, including interest rate risk analysis, ALCO reporting, balance sheet strategy, and financial risk modeling.
- Participate in or lead ALCO meetings and provide analysis and recommendations related to interest rate risk, liquidity risk, investment strategy, funding strategy, deposit pricing, loan pricing, and capital adequacy.
- Oversee liquidity management, including cash flow forecasting, borrowing capacity, contingency funding sources, and periodic testing of available liquidity lines.
- Manage or provide oversight for the investment portfolio in accordance with Board-approved policies, regulatory requirements, liquidity needs, and risk limits.
- Support capital planning and net worth management to ensure financial strength, regulatory compliance, and capacity for future growth.
- Oversee or support the credit union's allowance for credit losses/CECL methodology, assumptions, documentation, and related reporting.

Audit, Compliance, and Regulatory Relations

- Serve as a primary management liaison with external financial auditors.
- Coordinate timely management responses to audit and examination findings and ensure corrective actions are completed and documented.
- Maintain accounting and finance policies and procedures that reflect current laws, regulations, accounting standards, internal controls, and credit union best practices.
- Support compliance with applicable NCUA regulations, GAAP, BSA/OFAC requirements related to assigned responsibilities, audit standards, and Board-approved policies.
- Promote audit readiness, regulatory preparedness, and a strong culture of accountability, transparency, and control.

Leadership and Team Development

- Lead, coach, develop, and hold accountable assigned team members to maximize performance, engagement, accuracy, service, and professional growth.
- Establish clear expectations, goals, workflows, deadlines, and performance standards for the Accounting/Finance function.
- Hold regular staff meetings to communicate priorities, procedural updates, regulatory changes, process improvements, and organizational information.
- Promote collaboration across departments and provide financial education, guidance, and support to other leaders.
- Model Bronco's expectations for professionalism, confidentiality, ethics, member service, teamwork, and continuous improvement.

Vendor, Technology, and Process Improvement

- Participate in vendor negotiations, major purchasing decisions, contract reviews, capital expenditure analysis, and financial evaluation of significant projects.
- Use financial systems, core system data, reporting tools, and analytics to improve accuracy, efficiency, transparency, and decision-making.

- Partner with Information Technology, Operations, Lending, Compliance, and other areas on projects that affect financial reporting, data integrity, risk, or payments.
- Identify opportunities to streamline accounting and finance processes, strengthen controls, improve reporting, and reduce manual work.

Other Responsibilities

- Serve as trustee, fiduciary, committee member, or management representative for benefit plans, committees, or organizational initiatives as assigned.
- Represent the credit union professionally at Board meetings, committee meetings, community events, credit union system events, and external functions as requested.
- Maintain confidentiality of member, employee, financial, strategic, and organizational information.
- Perform other duties as assigned by the President/CEO.

Required Qualifications

- Bachelor's degree in Accounting, Finance, Business Administration, or a related field.
- Proven leadership experience, including supervising, coaching, developing, and holding staff accountable.
- Strong analytical, problem-solving, communication, judgment, and decision-making skills.
- High degree of integrity, confidentiality, accuracy, professionalism, and accountability.

Preferred Qualifications

- Seven or more years of progressive financial management experience, preferably in a credit union, community bank, or regulated financial institution.
- Demonstrated experience with financial reporting, budgeting, forecasting, asset/liability management, liquidity management, investments, internal controls, audit, and regulatory reporting.
- Strong knowledge of GAAP, NCUA regulations, financial institution accounting, and credit union financial performance measures.
- CPA, MBA, CFA, CCUE, or other relevant advanced certification.
- Senior financial leadership experience within a credit union or other regulated financial institution, including Board reporting, ALCO participation, CECL oversight, investment management, liquidity planning, and strategic financial modeling.
- Experience with Fiserv DNA or similar core banking systems.
- Experience in a low-income designated credit union, community development-focused financial institution, or mission-driven financial cooperative.
- Proficiency with Microsoft Excel, financial reporting tools, core system data, and other business software.

Physical Requirements

- Regularly required to sit or stand for extended periods of time; walk and stoop occasionally.
- Use hands and fingers; reach with hands and arms.
- Talk and hear.
- Lift or move up to 30 lbs. occasionally.
- Close vision and the ability to focus.