



**Director of Finance  
Albert Einstein College of Medicine  
of Yeshiva University**

The Albert Einstein College of Medicine of Yeshiva University invites inquiries, applications, and nominations for the position of Director of Finance. Reporting to the Associate Dean for Finance and Administration, the Director will be responsible for ensuring that Einstein's financial operations and services are provided in the most efficient and effective manner and with the highest integrity and level of client service. The Director will work in close collaboration with other Einstein Associate Deans and Directors as well as with Yeshiva University financial leadership including the University's Chief Financial Officer and his senior staff, to facilitate timely and appropriate financial decisions for Einstein and will participate in the strategic financial planning activities and discussions for the College and University.

**Yeshiva University**

Founded in 1886, Yeshiva University has a strong tradition of combining Jewish scholarship with academic excellence and achievement in the liberal arts, sciences, medicine, law, business, social work, Jewish studies, education and psychology. Yeshiva University has a total enrollment of 6,600, with undergraduate enrollment totaling 2,100. Yeshiva College and the Stern College for Women are the undergraduate colleges of arts & sciences, complemented by the Sy Syms School of Business, of Yeshiva University.

In addition to the Albert Einstein College of Medicine, Yeshiva offers graduate studies through the Azrieli School Graduate School of Jewish Education and Administration, the Benjamin N. Cardozo School of Law, the Bernard Revel Graduate School, the Ferkauf Graduate School of Psychology, and the Wurzweiler School of Social Work.

**Einstein College of Medicine**

Einstein is one of the nation's premier institutions for medical education, basic research and clinical investigation. Einstein is home to 2,775 faculty members, 722 M.D. students, 243 Ph.D. students, 128 students in the combined M.D./Ph.D. program, and approximately 350 postdoctoral research fellows at its Belfer Institute for Advanced Biomedical Studies. The Albert Einstein College of Medicine is located in a quiet residential area of the northeast Bronx surrounded by attractive homes and apartment buildings that comprise the neighborhoods known as Morris Park, Eastchester and

Pelham Parkway. More than 8,000 Einstein alumni are among the nation's foremost clinicians, biomedical scientists, and medical educators.

The medical school is affiliated with five hospital centers: Montefiore Medical Center, The Academic Medical Center and University Hospital of the Albert Einstein College of Medicine; Beth Israel Medical Center, the University Hospital and Manhattan Campus for the Albert Einstein College of Medicine; North Shore-Long Island Jewish Health System, the Manhasset and New Hyde Park campuses of the Albert Einstein College of Medicine; Jacobi Medical Center; and the Bronx-Lebanon Hospital Center.

Among its pioneering educational initiatives, Einstein was among the first of the major medical schools to integrate bedside experience with learning, bringing first-year students into contact with patients and linking classroom study to case experience. Einstein also led the way in the development of bioethics as an accepted academic discipline in medical school curricula, and it was the first private medical school in New York City to establish an academic Department of Family Medicine as well as the first to create a residency program in internal medicine with an emphasis on women's health.

While education is at the heart of the College's mission, it is biomedical research that drives the College's growth. Long a national leader in biomedical research support from the Federal government, in 2009, Einstein faculty received more than \$155 million in funding from the National Institutes of Health. In addition, the NIH funds major research centers at Einstein in diabetes, cancer, liver disease, and AIDS. Other areas where the College of Medicine is concentrating its efforts include developmental brain research, neuroscience, cardiac disease, and initiatives to reduce and eliminate ethnic and racial health disparities.

Looking to the future, the College of Medicine has embarked on major expansion programs that will effectively double the size of its campus. Last June, Einstein marked the opening of the Michael F. Price Center for Genetic and Translational Medicine/Harold and Muriel Block Research Pavilion, a 223,000 square-foot biomedical research building that houses 40 new laboratories. These new state-of-the-art facilities will bring together world-class scientists and the most advanced cutting-edge technology to facilitate the "translation" of discoveries at the molecular level to the actual treatment, cure and prevention of disease.

### **Opportunities for the New Director of Finance**

This is an exciting and demanding assignment.

The successful Director will provide leadership to the finance divisions including Budgets and Costs, General Accounting, Grant Accounting, and Payroll; s/he will establish the framework, timeline, and expectations for all the central and academic department administrators in terms of revenue and expense budgeting, periodic accounting closes, and use of the general ledger and related financial transaction systems. Working closely with the Associate Dean for Finance and Administration, s/he will make recommendations for resolution of problems, following through with staff as required.

S/he will participate in the overall strategic and financial planning to support the educational, research, and clinical needs and goals of the College of Medicine. Since Einstein has more than \$150 million of NIH funding and develops its own Facilities and

Administration NIH rate proposal, candidates should have experience with post-award administration and compliance as well as being well versed in OMB Circulars A-21 and A-110.

Yeshiva University will be transitioning over to Banner Finance and Banner HR/Payroll with implementation beginning this summer, with plans to go live in the fall of 2011. Student financial systems are currently running on Banner. The incoming Director should have experience with Banner or similar financial systems with particular expertise in post-award accounting, billing and reporting. S/he will be closely involved in working with the old system while having a major leadership role in the implementation of the new Banner systems.

Additional opportunities and responsibilities include:

- Leading and managing a comprehensive financial and accounting organization that supports the basic operations of Einstein and providing specific support to the Associate Dean in all initiatives;
- Playing a lead role in identifying and implementing systems and processes with the goal of improving services and cost effectiveness critical to the financial success of Einstein;
- Directing all grant accounting functions including grant application and renewal review, grants management, analyses, accounting, reporting and auditing, inclusive of clinical contracts
- Overseeing the annual budgeting process, advising senior administration on individual departmental and program budgets, and preparing and presenting global budgets for senior administration, the Board of Overseers, and the Yeshiva Board of Trustees.
- Collaborating with Yeshiva University Finance and Information Technology staffs in the development of accounting and financial information databases and reporting systems in response to the financial planning, operations and programming needs of the College of Medicine and Yeshiva University.
- Preparing and presenting management reports for Einstein and YU senior administration, faculty, and the Board of Overseers and the Board of Trustees.

### **Qualifications**

The successful candidate will have at least 10 years of progressively responsible senior financial management experience with a broad and significant experience and knowledge of the financial functions, services and decisions of a complex medical school, institute or research enterprise. Requires demonstrated strategic planning and board relations experience; client service excellence; experience in the implementation and administration of state-of-the-art financial systems as well as experience utilizing technology to improve work processes. An MBA and current CPA certification is required.

S/he will have an MBA and be certified as a CPA.

The Director of Finance will have many of the following experiences, abilities, and personal attributes.

- Strong analytic and problem solving skills;
- The ability to translate complex financial issues and solutions into understandable and meaningful terms for the end user of the finance office's services;
- Experience in the implementation and ongoing development of sophisticated financial systems for schools of medicine or other related non-profit organizations;
- An outgoing and collaborative style that fosters cooperation and involvement;
- A strong and confident listener and communicator who brings integrity, a calm presence, patience, and the ability to build consensus and engender trust;
- A demonstrated ability to build strong teams including a track record of recruiting, mentoring, and retaining staff;
- Excellent interpersonal and communication skills and a sense of humor; and
- Energy, creativity, and excitement about improving the financial functions of the School;

Please send applications and nominations to:

**Elizabeth Neumann**  
**Brill Neumann Associates**  
**Email: [yueinsteinfinance@brillneumann.com](mailto:yueinsteinfinance@brillneumann.com)**  
**FAX: 617-753-9330**

Please see [www.einstein.yu.edu](http://www.einstein.yu.edu) for additional information about the Albert Einstein College of Medicine. Yeshiva University is an equal opportunity/affirmative action employer committed to workforce diversity.