



McDONOGH

CHIEF FINANCIAL OFFICER POSITION STATEMENT





ABOUT MCDONOGH

McDonogh is an independent, coeducational day and five-day boarding school in the suburbs of Baltimore, MD, that enrolls students in prekindergarten through twelfth grade. Providing life-altering educational opportunities that inspire joy in learning and promote personal and intellectual growth is at the heart of the McDonogh experience. The School's talented and caring teachers prepare students to lead and to be a force for good in a rapidly changing world.

In addition to state-of-the-art academic, art, and athletic facilities, McDonogh's 800-acre campus provides countless opportunities for exploration. A unique highlight is Roots, a 10-acre farm where students experience hands-on learning and harvest produce for The Maryland Food Bank.

McDonogh's fleet of 20 buses serves Baltimore City and surrounding counties. The five-day boarding option allows Upper School students to experience activities, traditions, spirit, and community to the fullest.

OUR MISSION, VISION, AND VALUES

McDonogh is a school that finds joy in work and play. We prepare students to lead in a rapidly changing world.

OUR MISSION is to provide life-altering educational experiences that inspire personal and intellectual growth.

OUR VISION is of a dynamic, inclusive community built on lifelong relationships, the pursuit of excellence, and a shared commitment to do the greatest possible amount of good.

OUR VALUES

- INTEGRITY.** Strong character consists of being true to oneself and honest with others.
- RESPECT.** Empathy and civil discourse help make McDonogh a place where everyone belongs.
- RESILIENCE.** The ability to overcome life's challenges with grace is essential for self-discovery.
- CURIOSITY.** We are lifelong learners in joyful pursuit of knowledge and wisdom.
- GRATITUDE.** "We give something more than we take" because service to others brings meaning and purpose.

AT A GLANCE

- McDonogh enrolls **1,460 students** from the greater Baltimore region.
- The student body represents a wide range of racial, ethnic, religious, socioeconomic, and geographic backgrounds. **(44% students of color.)**
- **Five-day boarding** is an option for upper school students.
- McDonogh employs the equivalent of **190 full-time faculty** members.
- **50 faculty and staff families live on campus** and are involved in our vibrant boarding program.
- **67% of faculty hold advanced degrees**, and the average teaching tenure is 15 years.
- The woods, fields, ponds, and streams—part of our **800-acre campus**—serve as an outdoor classroom.
- Roots, a **10-acre campus farm**, offers students hands-on experiences such as planting and harvesting produce for our dining hall and area food pantries.
- Our **top-notch facilities** include an innovation center, a STEM building, two theaters, an art gallery, a riding hall, an Olympic-sized pool, and numerous playing fields and tennis courts.
- McDonogh is a member of **NAIS, AIMS, and INDEX.**





HISTORY

McDonogh School has been a defining presence in Maryland's educational landscape for more than 150 years. Founded in 1873, the School was originally established as a farm school for poor boys. For close to a century, McDonogh operated as a semi-military boys school whose mission evolved into one that emphasized both intellectual growth and the development of character. In 1971, the semi-military program was dropped, and in 1975, the school became coeducational.

Since its founding, McDonogh has had an unwavering commitment to providing students with a comprehensive, well-rounded liberal arts education. The PK-12 curriculum ensures that students acquire a broad conceptual understanding as well as more specialized knowledge in core disciplines. McDonogh's [LifeReady](#) framework guides faculty in how they teach, with the understanding that deep learning occurs when students think critically, apply knowledge and skill,

and have opportunities to transfer understanding to novel situations.

In 2019, McDonogh became one of the first independent schools in the region to establish a formal service-learning program, [Greatest Good McDonogh](#), weaving community engagement into the fabric of student life. Today, the School's 800-acre campus, with a [10-acre working farm](#), has grown into a dynamic hub of learning, home to nationally recognized programs in academics, arts, and athletics, as well as a thriving [five-day boarding](#) program.

Generations of McDonogh alumni have become leaders in Baltimore and beyond, living out the School's mission to do the greatest possible amount of good in the world. Today, McDonogh continues to evolve to meet the needs of a diverse and dynamic student body, preparing young people to lead in a rapidly changing world. With a vision rooted in both tradition and innovation, McDonogh is a school that finds joy in work and play.

ESSENTIAL TO OUR MISSION

LIFEREADY LEARNING: ACADEMIC AND CO-CURRICULAR VISION

LifeReady—McDonogh’s vision for teaching and learning—is a framework that guides our faculty in how they teach. Our classrooms are vibrant spaces of inquiry, analysis, and understanding where students take an active role in their learning.

GREATEST GOOD MCDONOGH: SIGNATURE CIVIC IMPACT PROGRAM

Greatest Good McDonogh aims to close the gap between students’ intention and their ability to do good in the world. Students learn best practices in service learning, philanthropy, community engagement, and civic innovation.

ROOTS FARM: OUR OUTDOOR CLASSROOM

Students gain an appreciation for the connection between the environment, health, society, and food at Roots Farm. Our 10-acre outdoor classroom boasts two barns, a greenhouse, a culinary kitchen, 11 active beehives, 16 hens, and six turkeys.

FREEDOM OF EXPRESSION & CIVIL DISCOURSE

McDonogh School teaches students how to think, not what to think. Through civil discourse, students learn to develop thoughtful beliefs by listening, sharing ideas, understanding different perspectives, and debating effectively. This prepares them to become trusted stewards of democracy.

Learn more about our commitment to academic excellence in our new [Academic Strategic Plan](#).





LIVING AND WORKING IN BALTIMORE

With its distinctive character, accessible location, and wealth of opportunities, Baltimore provides an engaging backdrop for the McDonough experience—an environment where students, families, and faculty can thrive both on campus and beyond. Learn more about [living in Baltimore](#) and [Maryland](#).

“CHARMING” SUBURBAN NEIGHBORHOODS:

Baltimore is commonly referred to as Charm City, and the suburbs are no different! Northwestern Baltimore and its towns, such as Owings Mills, Pikesville, and Reisterstown, offer welcoming family-friendly communities with spacious homes and easy access to retail and leisure activities.

PROXIMITY TO NATURE: Enjoy the best of both worlds with suburban living close to beautiful natural areas like Oregon Ridge Park, Patapsco Valley State Park, and Liberty Reservoir—perfect for hiking, biking, and outdoor recreation.

CONVENIENT COMMUTING: With quick access to major highways like I-95 and I-83, living in

the Baltimore area makes commuting downtown or to nearby cities like Washington, D.C., Philadelphia, or New York City easy.

CENTRAL LOCATION: Baltimore’s central Maryland location provides easy access to a variety of recreational activities. Water enthusiasts can explore the Chesapeake Bay and its scenic tributaries, while a short drive east brings you to the beaches of Ocean City. Head west, and you’ll discover beautiful hiking trails and ski slopes in Western Maryland, all within a three-hour drive.

ACCESS TO TOP HEALTHCARE: Living in Baltimore places you near some of the region’s best healthcare facilities, including the highly renowned Johns Hopkins and University of Maryland Hospitals.

POSITION OVERVIEW

McDonogh School in Owings Mills, Maryland, seeks a Chief Financial Officer (CFO) with a passion for education and the willingness to serve our school community with high energy and enthusiasm, grace, humor, humility, integrity, savvy, and vision.

The CFO is a mission-aligned, visionary leader who ensures McDonogh School's financial strength and operational excellence while advancing our strategic priorities. As a key member of the senior administrative team, the CFO reports directly to the Head of School and serves as the lead staff liaison to the Board's Finance, Audit, and Investment Committees.

This is a dynamic opportunity for a strategic thinker and collaborative partner to shape the financial future of a school committed to LifeReady learning and service to others. The person should be an experienced CFO with impeccable standards and

credentials to manage a complex, thriving organization in a highly competitive geographic location. The CFO will lead with integrity and curiosity, demonstrating resilience in navigating challenges, showing respect for all stakeholders, and valuing the opportunity to serve our educational mission.

AREAS OF RESPONSIBILITY

- Strategic Financial Leadership and Planning
- Finance and Budget Management and Reporting
- Auxiliary Programs Management (Food Service, Equestrian, Corporate Campus, Summer, and After School)
- Investment and Endowment Oversight
- Risk Management and Compliance
- Capital Projects and Campus Stewardship



KEY LEADERSHIP RESPONSIBILITIES

STRATEGIC FINANCIAL STEWARDSHIP

- Design and execute annual and multi-year financial strategies that enable McDonough to continue its academic excellence, commitment to innovation, and other strategic initiatives
- Lead dynamic annual budget modeling and long-range forecasting with curiosity and innovation, enabling data-driven planning
- Transform complex financial information into actionable insights for school leadership and trustees, demonstrating integrity in all communications and understanding of stakeholder needs
- Champion fiscal discipline while identifying opportunities for innovation and strategic investment that enhance the School's financial sustainability
- Manage comprehensive school budgets, including endowment and investment portfolios, navigating economic and competitive challenges
- Ensure all internal and external financial reporting is timely, accurate, and compliant with Generally Accepted Accounting Principles (GAAP)

BOARD AND GOVERNANCE PARTNERSHIP

- Serve as primary financial advisor to the Head of School and Board of Trustees, delivering clear, transparent financial reporting and strategic counsel
- Coordinate and serve as lead staff liaison to Board Finance, Audit, and Investment Committees, fostering trusted partnerships built on shared commitment to supporting the School's Strategic Plan
- Actively contribute to Board committees, including Buildings & Grounds, Philanthropy, Campaign, Gift Acceptance, Risk Oversight, and Governance
- Translate school priorities into operational initiatives and measurable financial outcomes that support our vision of an inclusive, dynamic community

- Prepare comprehensive financial reports and presentations for Board and committee meetings, demonstrating resilience in addressing challenges and commitment to continuous improvement

STRATEGIC FINANCING AND INVESTMENT MANAGEMENT

- Coordinate strategic financing initiatives, including debt and liquidity analysis and S&P bond rating maintenance
- Oversee the work of the independent investment advisor and ensure they are appropriately managing the portfolio

COMPLIANCE AND RISK MANAGEMENT

- Ensure annual income tax reporting and financial statement audit preparation are completed accurately and on time
- Oversee employee benefit plans and related financial planning
- Lead proactive risk assessments, insurance strategies, and compliance efforts that safeguard McDonough's mission and reputation
- Work closely with the Chief Operating Officer to ensure appropriate property and casualty and liability insurance coverage
- Continually assess the adequacy of the work of independent advisors

AUXILIARY PROGRAMS AND OPERATIONS LEADERSHIP

- Provide direct oversight of all auxiliary programs including:
 - Food service and café operations
 - Equestrian programs
 - Summer camps and after-school programs
 - School store operations
 - Corporate campus activities
- Ensure auxiliary operations align with the educational mission, contribute to institutional sustainability, and maintain appropriate risk management



CAPITAL PROJECTS AND CAMPUS STEWARDSHIP

- Actively contribute to major capital initiatives from vision to execution with disciplined financial oversight and stakeholder collaboration in partnership with the Chief Operating Officer and Chief Philanthropy Officer
- Ensure capital projects have adequate funding from donors, operations, or financing
- Support development of campus master planning initiatives

CROSS-FUNCTIONAL LEADERSHIP AND COLLABORATION

- Partner with Chief Human Resources Officer on salary and benefit budget planning and strategy
- Collaborate with Chief Philanthropy Officer on financial aspects of philanthropy initiatives
- Work with Chief Enrollment Officer on enrollment-related financial planning, including tuition discounting
- Team with Chief Operating Officer on funding needs related to capital projects and campus operations
- Serve as strategic thought partner across all departments, ensuring resource allocation reflects institutional values and strategic goals
- Reshape complex financial data into clear and easily understood information for diverse audiences, including faculty, staff, trustees, and community members who may not have financial backgrounds

TEAM DEVELOPMENT AND ORGANIZATIONAL EXCELLENCE

- Exude authentic care for people alongside financial acumen, demonstrating that sound financial management and genuine compassion are complementary strengths
- Lead and develop high-performing Business Office team with empathy, encouragement, and clear direction, highlighting a shared purpose, supporting professional growth opportunities, and fostering a culture where everyone can find joy in their work
- Cultivate a culture of service, collaboration, and excellence throughout business operations
- Ensure systems, processes, and technology effectively support institutional priorities and innovation with a commitment to efficiency, productivity, and customer service
- Embed a culture of accountability, ethical stewardship, and continuous improvement across all financial and operational practices
- Model lifelong learning and encourage team members to pursue professional development opportunities

MISSION-DRIVEN INNOVATION

- Identify and explore new revenue models, partnership opportunities, and cost efficiencies that enhance McDonough's sustainability and impact, approaching challenges with curiosity, collaboration, and resilience
- Incorporate equity and inclusion through financial aid modeling, strategic tuition planning, and data-driven compensation analysis to ensure access and belonging for all at McDonough
- Participate actively in professional organizations, including NBOA, NAIS, and INDEX, as a lifelong learner committed to continuous growth and knowledge sharing
- Lead special initiatives as assigned by Head of School in support of our mission
- Champion innovations that help prepare students to lead that are in alignment with our commitment to a transformative education

QUALIFICATIONS

REQUIRED EXPERIENCE AND EDUCATION

- Bachelor's degree in Finance, Accounting, Business Administration, or related field

- Minimum 7-10 years of senior-level financial management experience
- Proven leadership and team management capabilities
- Strong knowledge of GAAP and financial reporting standards
- Advanced proficiency in financial software and systems
- Experience working with boards of trustees and preparing and presenting board-level financial presentations

PREFERRED QUALIFICATIONS

- Master's degree in Finance, Accounting, or MBA
- CPA certification
- Understanding of independent school financial management and culture
- Knowledge of endowment and investment management
- Familiarity with auxiliary program operations
- Experience with financial systems such as Blackbaud, Veracross, or similar platforms



SALARY

This is a full-time, 12-month exempt position. Salary will generally be offered in the range of \$250,000-\$275,000. Individual offers will be based on education, experience, and benchmarking parameters of the School.

COMPENSATION AND BENEFITS

- Competitive salaries
- Health, dental, life insurance, and vision plans
- Health Savings Account (HSA)
- Personal days, holidays, and illness leave
- Retirement plan with generous school contributions
- Comprehensive employee wellness program
- Breakfast and lunch provided (M-F)
- On-campus housing possibilities
- Access to the School's training facility and campus walking, running, and hiking trails

[APPLY ONLINE](#)

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

McDonogh School is an equal opportunity employer and educator who fully and actively supports equal access for all qualified applicants, regardless of race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability status, genetic information or testing, family and medical leave, protected veteran status, or any other characteristic protected by law.

We prohibit retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint, or otherwise oppose discrimination.

