Position Title: Assistant Director – Financial Planning & Analysis
Department: Finance

Join our Team! At IHDA we strive to create and maintain a work environment that promotes diversity, recognition and inclusion. IHDA is committed to hiring and investing in individuals of diverse talents and backgrounds to ensure a range of perspectives and experiences inform and guide our work of financing affordable housing in the state of Illinois.

Who we are: The Illinois Housing Development Authority (IHDA) is one of the Nation's preeminent Housing Finance Agencies and one of the State's ten largest financial institutions. Our mission is to finance the creation and preservation of affordable housing across the state. IHDA oversees more than 20 federal and state programs on behalf of the state of Illinois and serves as one of the state's primary resources for housing policy and program administration. For over 50 years, IHDA has led the state in financing and supporting affordable housing.

Summary: We are seeking a strategic, analytical, and forward-thinking Assistant Director of Financial Planning & Analysis (FP&A) to help drive financial performance, operational excellence, and data-informed decision-making across the organization.

In this leadership role, you will oversee critical financial planning functions, including budgeting, forecasting, financial modeling, and performance analysis, while leading initiatives that modernize processes, enhance reporting capabilities, and strengthen organizational decision-making.

The ideal candidate is more than a financial reporting expert. We're looking for a hands-on leader and innovative problem-solver who enjoys building new processes, leveraging technology, challenging the status quo, and transforming complex financial data into meaningful business insights.

If you're passionate about financial strategy, continuous improvement, and making an impact through data-driven leadership, we encourage you to apply.

What You'll Do:
Lead Financial Planning & Strategy

- Oversee annual budgeting, forecasting, and long-range financial planning processes in collaboration with department leaders and executive management.
- Develop and maintain sophisticated financial models to support strategic planning, scenario analysis, and business decisions.
- Evaluate financial performance, identify emerging trends and risks, and provide actionable recommendations to leadership.
- Support strategic investments, organizational initiatives, and long-term financial objectives.

Drive Analytics & Business Intelligence

- Develop and enhance financial dashboards, KPIs, scorecards, and reporting tools to improve visibility into organizational performance.
- Leverage business intelligence and data visualization tools to deliver meaningful financial and operational insights.
- Translate complex financial information into clear, compelling recommendations for executive leadership and non-financial stakeholders.
- Promote a culture of data-driven decision-making across the organization.

Champion Process Improvement & Innovation

- Identify opportunities to automate financial processes, streamline workflows, and improve reporting efficiencies.

- Lead strategic initiatives focused on business transformation, technology adoption, and operational effectiveness.
- Design and implement scalable financial planning tools, processes, and analytical frameworks.
- Challenge existing approaches and introduce innovative solutions that enhance the FP&A function.

Lead & Develop a High-Performing Team

- Provide leadership, coaching, and professional development to FP&A staff.
- Establish clear expectations and promote accountability, collaboration, and continuous improvement.
- Strengthen the team's analytical capabilities and ability to deliver meaningful business insights.

Collaborate Across the Organization

- Partner with senior leadership and cross-functional teams to align financial planning with organizational priorities.
- Provide financial analysis and strategic guidance to support new programs, initiatives, and business opportunities.
- Ensure financial planning and reporting activities align with applicable accounting standards, internal controls, and organizational policies.

Required Qualification:

- Bachelor's degree in Business, Finance, or a related field and/or at least three (3) years of relevant professional experience in finance, accounting, IT, risk and controls, real estate, or production operations.
- Experience working with financial systems, databases, and financial or system controls.
- Working knowledge of SQL and Microsoft Power BI, including the ability to query, validate, and analyze data and develop reports or dashboards.
- Advanced proficiency in Microsoft Excel, including complex formulas, pivot tables, and financial modeling.
- Ability to develop and maintain financial models, evaluate cash flows, and analyze financial scenarios.
- Strong analytical and problem-solving skills with the ability to identify discrepancies, evaluate complex information, and recommend practical solutions.
- Excellent organizational skills with the ability to manage multiple priorities, meet deadlines, and work independently with minimal supervision.
- Strong written and verbal communication skills, including the ability to present financial information clearly to management and other stakeholders.
- Proficiency in Microsoft Office applications and experience working with database systems.
- Strong interpersonal skills and the ability to collaborate effectively with internal teams and external business partners.

Preferred Qualifications:

- Master's degree in Finance, Accounting, Business Administration, Data Analytics, or a related field.
- Experience working with Oracle financial systems.
- Demonstrated success building or enhancing FP&A functions, financial dashboards, reporting frameworks, or automated planning processes.
- Experience partnering with executive leadership on strategic financial initiatives and organizational transformation.

Physical Requirements: Alternating between sitting, standing, and walking. Ascending and descending stairs. Crouching and stooping. Pushing and pulling. Reaching overhead or below. Repetitive task movements (filing, keyboarding, copying). Lifting, carrying, and moving objects of up to 10 -15 pounds.

What we Offer: At IHDA, we value our employees and offer a competitive compensation and benefits package designed to support your professional growth, health, and well-being.

- **Competitive Salary:** $131,761.15 – $164,701.44 annually.

- **Hybrid Work Arrangement:** Enjoy the flexibility of our current hybrid work schedule. Candidates must reside in Illinois at the time of hire.
- **Paid Time Off:** Generous paid time off and paid holidays.
- **Comprehensive Insurance:** Medical, dental, vision, and life insurance coverage.
- **Disability Coverage:** Short- and long-term disability benefits.
- **Retirement Savings:** 401(k) plan with immediate vesting.
- **Professional Development:** Tuition reimbursement to support continued learning and career growth.
- **Additional Benefits:** Flexible spending accounts and potential eligibility for federal student loan forgiveness programs.

Must be a resident of Illinois or willing to relocate. Flexible scheduling is available, upon completion of a six-month probationary period.

To apply, submit resume to:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&ccId=19000101_000001&jobId=526287&source=CC2&lang=en_US

EOE