

## **Job Announcement**

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**Job Title:** Vice President for Finance and Operations & Chief Financial Officer

**Department:** Finance and Operations

**Reports To:** President

**Pay Status:** Exempt

**Position Status:** Full Time

**Approved By:**

Dr. Larry Lyon

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**Position Summary: The Vice President for Finance and Operations reports to the President of the University in exercising responsibility for the overall efficiency and effectiveness of the institution. This position is the Chief Financial Officer for the University and accordingly supervises and directs all financial and business affairs of the institution.**

**Knowledge, Skills, and Abilities:**

- Ability to effectively communicate with students, administrators and external agencies
- Ability to manage multiple projects simultaneously while achieving goals and objectives
- Ability to review situations, products, services and determine appropriate solutions or course of action
- Skilled in the assessment and development of education products and services
- Ability to read, analyze and interpret professional journals, financial reports, legal documents and government regulations
- Ability to effectively present information to various leadership and management constituencies
- Ability to define problems, collect data, establish facts and draw valid conclusions and recommendations
- Ability to work independently as well as interact and work well with others in a team and individual basis
- Ability to set goals and prepare and administer plans and programs
- Organizational and administrative skills to care for vast amounts of detailed work
- Ability to edit and communicate clearly and consistently – both verbally and in writing
- Proficient in Microsoft Word, Excel, PowerPoint, Internet and email and other data management software applications used in research and analysis

**Minimum Education & Experience Requirements:**

- Five years of related experience
- Master's Degree
- Expertise in financial management, business/legal skills, financial markets, and investment management and related software

**Application Submission Process:**

Please submit completed TMU application and resume to:

**Rachael Meggitt**  
**Truett McConnell University**  
**100 Alumni Dr., Cleveland, GA 30528**

Deadline to submit resumes: **04/30/2026**

Truett McConnell University does not illegally discriminate against any individual for reasons of race, color, national origin, age, disability, or veteran status; however, the University may discriminate on religious grounds in its employment practices in order to fulfill its mission. It is the policy preference of Truett McConnell University to hire employees who are Christians, active in their churches and supportive of the goals of the University. Preferences in hiring exist for persons of the Southern Baptist faith. The University is also committed to building a more ethnic and racially diverse faculty.