



# Chief Financial Officer and Vice President of Finance and Operations



BETHEL  
UNIVERSITY





# LEADERSHIP PROFILE

Bethel University is looking for an experienced Chief Financial Officer and Vice President of Finance and Operations (CFO/VP Ops) who will empower Bethel to make strategic decisions and prepare for next-level opportunities, while effectively using its financial resources to achieve its educational mission. We desire a CFO/VP Ops with unique experiences that support an essential responsibility to help Bethel thrive during a time of dramatic transformation in higher education.

The CFO/VP Ops will provide critical strategic leadership that supports a Christ-centered, life-changing student experience with transformative academics. This leader will be instrumental in establishing operational excellence that builds capacity and capability to steward its resources so Bethel flourishes for future generations.

The ideal candidate will have demonstrated outcomes on high-profile, high-impact organizational initiatives, and a strong business background in developing, implementing, and managing financial and operations services, including capital and growth strategies. The CFO/VP Ops will lead the development and implementation of strategic initiatives, financial resourcing and planning, and informational technology. This leader will oversee financial

monitoring and analysis as well as operational oversight and assessment.

The CFO/VP Ops will serve as an advisor to the President, senior leadership, and operational units across the university to identify trends, implications, and necessary actions related to financial performance, operational excellence and overall productivity. The CFO/VP Ops will manage coordination of university-wide strategic financial initiatives to ensure connectivity and





consistency in planning, operating, and reporting to sustain financial health. This dynamic leader will evaluate the marketplace on a local and national level while developing competitive strategies and identifying new opportunities that accurately quantify operational and financial return on investment and risks.

The CFO/VP Ops will be responsible for executing on a strategic vision while working with senior leadership to set best practices and mitigate risk across finance and accounting functions and university operations. This role oversees operational and financial strategic planning, forecasting, treasury management and banking

relationships, and accounting. Experience with procuring debt facilities and managing debt covenants/ratios is critically important.

The CFO/VP Ops will have leadership and oversight of both finance and operations areas, with direct reports such as: Campus Store, Purchasing Services, Controller, Financial Aid, Facilities Management, Space Planning, Information Technology, Financial Planning and Budgeting. The CFO/VP Ops will oversee all real estate transactions for alignment with university goals and ultimately provide an exceptional experience to all community members.







# RESPONSIBILITIES

- Serve as a highly strategic, business-focused entrepreneurial leader while driving thought-partnership at all levels of the organization, including executive leadership.
- Develop financial strategies and monitor industry trends (local and national) through up-to-date knowledge and analysis of competitors. For example: Financial Aid strategies in a changing higher-education landscape.
- Develop and implement financial systems that foster “an entrepreneur’s resourcefulness and an accountant’s commitment to cost control.”
- Lead and coordinate ongoing strategic financial plans that ensure successful operational performance, reflect changing conditions, and are continually updated and communicated.
- Provide financial leadership across the University in the development and management of operating and capital budgets, including financing and capital management.
- Collaborate with leaders across the University to implement, monitor, and forecast the annual operating budget and other financial plans to ensure financial activities are compliant with approved financial plans.
- Provide oversight and management of financial operations of the University in accordance with GAAP and industry best practices, including financial statement preparation and financial analysis required by annual financial audits.
- Provide oversight and management of treasury operations, including banking relationships, capital relationships, maintaining adequate cash flow, management of long-term debt, and compliance.
- Lead the finance team in an ongoing cadence of reporting on key performance indicators.
- Ensure cash flow projections are forecasted out two years, reviewing and adjusting regularly based on actual data.
- Create a capital plan that supports overall assets and growth.
- Ensure department leaders are successfully creating and following their budgets.
- Arrange and chair financial management meetings and prepare financial reports and presentations.
- Create and review all period-end activities to ensure financial statements accurately reflect results of University activities.
- Ensure accounting policies and procedures are followed and monthly financials are closed timely.
- Provide operational oversight—including asset management and procurement, vendor contracts, relationships and financial performance, facility maintenance, and information technology services.
- Manage other responsibilities as necessary or assigned for efficient financial operations of the University.





# QUALIFICATIONS

15 years of experience with 5+ years executive leadership experience in a highly complex, mid-large size organization

B.S. Degree in Finance, Accounting, or Business; prefer a Master's degree/MBA in Accounting, Finance, or Business, or a CPA, or equivalent experience

A strong visionary leadership style with entrepreneurial spirit, steadfast resolve, and personal integrity

Can demonstrate industry-leading outcomes through dynamic change and opportunity

Exceptional verbal, written and visual communication skills—including the ability to translate financial data and articulate information to a diverse audience with varying degrees of financial knowledge

Strong change management skills

Effective time management and organizational skills

Proficient in building and managing relationships with a wide array of internal and external stakeholders





## ABOUT **BETHEL**

At Bethel University, we prepare whole leaders who act with integrity as they answer the call to do and be more, because who they are and who they are becoming matters here.

We have been a leader and model in Christian higher education since 1871, when Swedish-American Baptist minister John Alexis Edgren founded the seminary that eventually became Bethel University. Edgren believed that Christians ought to love God with their minds and represent God with excellence in all fields, a conviction that continues to guide Bethel today. In 1914, the Baptist General Conference (now Converge) took on support of the seminary. Following World War II, Bethel began offering four-year degrees to a largely traditional-aged, residential student population. In 2004, Bethel College and Seminary

became Bethel University, a change in name that better matched our broad and growing scope of academic offerings.

Over the past three decades, we have continued to grow our traditional undergraduate programs while also launching our first graduate programs outside the seminary, bachelor's degrees for working adults, and flexible online programs for students around the world. Now a thriving liberal arts university, Bethel has deep roots in a pietistic, evangelical Christianity characterized by vibrant faith, devotion to Scripture, and an irenic spirit. With more than 100 areas of study across four schools, we prepare leaders who serve with intelligence, strength, joy, and creativity—leaders who are equipped to serve and lead wherever they are called.

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“Measure our performance by what God accomplishes through our graduates after they have been prepared at Bethel to go out into the world to serve.”

—John Alexis Edgren, founder



## MISSION

Boldly informed and motivated by the Christian faith, Bethel educates and energizes men and women for excellence in leadership, scholarship, and service. We prepare graduates to serve in strategic capacities to renew minds, live out biblical truth, transform culture, and advance the gospel.

## VISION

Bethel will be the Christ-centered university of choice for this century. Rooted in faith and committed to excellence, Bethel will become the leader in Christian higher education by building stronger communities, equipping confident leaders and gracious servants, and preparing passionate world-changers. Through our thoughts, words, and actions, we'll demonstrate what it means for a university to be centered on Jesus Christ.

## VALUES

Bethel University is a vibrant, Christ-centered educational community. Here, students with a wide range of interests and backgrounds share a common goal: to become whole and holy persons. Throughout this transformational journey, we rely on core values to guide us spiritually, emotionally, and intellectually.

- **WE ARE CHRIST-FOLLOWERS** — orthodox, conversionist, and evangelical, rooted in the authority of Scripture.
- **WE ARE CHARACTER-BUILDERS** — concerned with personal and spiritual formation, and therefore committed to the development of whole and holy persons.
- **WE ARE TRUTH-SEEKERS** — recognizing that all truth has its source in God as revealed in creation and Scripture and personified in Christ.
- **WE ARE LEARNERS** — committed to academic excellence within a community characterized by teaching, scholarship, and service.
- **WE ARE RECONCILERS** — honoring the worth and dignity of people from all races and purposely seeking to create a community that reflects the diversity of the Body of Christ.
- **WE ARE SALT AND LIGHT** — relating to the world and society in culturally relevant ways, while being informed by our pietistic, denominational heritage and characterized by an irenic spirit.
- **WE ARE WORLD-CHANGERS** — driven to prepare graduates who will shape and change the world through exemplary leadership in the church and throughout society.





## COVENANT FOR LIFE TOGETHER AND AFFIRMATION OF FAITH

Bethel is committed to integrating evangelical Christian faith with learning and life. As people created in the image of the covenant-making God, we commit together to discover the mind of Christ and to become like Christ. We pursue this mission as people called by Jesus to live holy lives according to the values, expectations, and goals of the kingdom of God. A crucial part of our mission is to develop whole and holy persons who will go into the world to serve. All employees sign our [Covenant for Life Together](#) and agree to our [Affirmation of Faith](#).

## CONVERGE

Bethel has a deep relationship with [Converge](#), our founding denomination. In 1914, the churches of the Baptist General Conference (now Converge) moved Bethel Seminary permanently to St. Paul, where we have expanded our campus and programs while remaining true to our original charter: to advance the gospel of Jesus Christ by teaching and equipping principled and passionate leaders and sending them out into the world. In recent years our students and employees have represented nearly 50 Christian denominations. Membership in a Converge church is not required of the individual serving as chief financial officer and vice president of finance and operations.







# ENROLLMENT

In fall 2021, Bethel's total enrollment was 3,985 students, with 2,157 undergraduates, 432 in adult undergraduates, 964 graduate students, 404 seminary students, and 28 students in the BUILD program. First- to second-year student retention has averaged 85% for the last five years. The current four-year graduation rate is 66%, and the current six-year graduation rate is 74%.



“Bethel is uniquely positioned to show the next generation that Christ-centered education is more important and more valuable now than ever. By growing our enrollment, enhancing the student experience, and grounding ourselves in the life and teachings of Jesus, we will cement Bethel as a life-changing experience that profoundly shapes the kind of people and professionals students become.”

— Ross Allen, president





# STUDENT LIFE

In the College of Arts & Sciences, students grow personally, intellectually, and spiritually by living in community, building relationships, and engaging with issues and ideas that matter to them. From the moment they arrive on campus, new students are mentored, cheered for, and prayed over by sophomores, juniors, and seniors who voluntarily cut their summers short to [welcome new students](#).

Throughout their time at Bethel, students experience whole-person development inside and outside the classroom. They have access to robust student support in the form of [accessibility resources](#), [counseling services](#), and [career development and calling](#), and they pursue their passions and hone their leadership skills in [co-curricular clubs and activities](#).

Beyond academics and activities, there's something that draws Bethel students together. It's a sense of calling, a commitment to shared values, and a [deep desire to fulfill a greater purpose](#). As they seek to live out the teachings of Jesus, students gather for Chapel and Vespers,

prayer ministries, and residence hall Bible studies. Together, they think critically about their faith and wrestle with life's most difficult questions from a Christian perspective.



Our adult undergraduate, graduate, and seminary students, who participate in their education on campus and online, engage with one another in-class and through other collegial opportunities, including interest groups, Chapel, and mentoring relationships. These students participate in rich discussion aimed toward identifying core values and [applying them in their personal lives and careers](#), which often leads to professional networking and lifelong friendships. From beginning to end, our student success experts provide academic advising and support services—which are tailored to students' unique needs—so that they are prepared to navigate their programs and achieve their goals.

## 91%

Seniors rank their Bethel education good or excellent

## 400+

Students serving on spring break missions trips in the last 5 years

## 30+

Study abroad locations





# DIVERSITY

As a Christ-centered university, Bethel is committed to providing an academically excellent, faith-transforming education that prepares students to emulate the life and teachings of Jesus in their churches, workplaces, and communities. At the very heart of Jesus' message is the command to love God and love our neighbors as ourselves—and it is this command that serves as the justification and motivation for our diversity and reconciliation work (Mark 12:31).

Bethel's goal is to create a climate where students and employees can live, learn, and work in a culture characterized by the fruits of the Spirit: love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control (Galatians 5:16-22). We stand against racism, sexism, and other forms of discrimination not as a matter of political and personal agendas, but as a community committed to providing students with transformational educational experiences rooted in the biblical concepts of love, justice, and reconciliation.

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"We will be a community centered on shalom and the life and love of Jesus."

— Rahn Franklin Jr.  
vice president of  
inclusive excellence

## DEMOGRAPHICS

For years, Bethel has worked to cultivate a community that reflects the body of Christ. In keeping with our commitment to diversity, we seek to improve and expand the presence of historically underrepresented groups, such as people of color, women in fields traditionally dominated by men, and families from lower income brackets.

Since 2012, the number of students of color at Bethel has nearly doubled. In 2021, people of color represented 19.9% of the student body. Demographics by school are as follows:

- College of Arts & Sciences: 17.2% students of color
- College of Adult & Professional Studies: 30.3% students of color
- Graduate School: 17% students of color
- Bethel Seminary: 26.7% students of color

We have also continued to refine our hiring practices and employee retention strategies to increase our faculty and staff of color, who currently comprise 12% and 8.4% of employees, respectively.



# ACADEMICS

At Bethel, faith, learning, and life are deliberately linked. Rooted in the authority of Scripture and committed to a living faith, we encourage students to think deeply, critically, and creatively about the world around them—and to use their God-given talents to [make a difference in that world](#).

We offer more than 100 areas of study across four schools:

- [College of Arts & Sciences](#)
- [College of Adult & Professional Studies](#)
- [Graduate School](#)
- [Bethel Seminary](#)

## COLLEGE OF ARTS & SCIENCES

In the College of Arts & Sciences, our approach to education is rooted in the liberal arts, which inspires us to better understand and appreciate the created world, the Creator, and one another by learning from a variety of perspectives and methods of study. Bethel is known for having one of the top physics programs in the nation, a selective undergraduate nursing program, and one of the top 10 best Christian college visual arts programs. We have a large undergraduate

enrollment in healthcare, business, education, and engineering programs—including electrical, software, computer, and mechanical engineering—and offer pioneering majors in neuroscience and digital humanities.



## COLLEGE OF ADULT & PROFESSIONAL STUDIES

In the College of Adult & Professional Studies, we offer a variety of programs for adults who want to begin or finish an undergraduate degree. Bethel provides flexible program offerings—including degrees in post-baccalaureate nursing and special education—through quality online and face-to-face instruction, providing the support needed for students to excel. Our programs are designed for [busy adults who want to advance their careers](#) and reach their God-given potential.





## GRADUATE SCHOOL

Bethel's graduate programs are designed for professionals pursuing advanced degrees. By focusing on ethics, character development, and individual strengths and passions, we equip students to lead with wisdom and confidence. Our values-based approach is unique among graduate schools, and our professors—who have extensive experience in their fields—mentor students in important life and work decisions. Students leave [prepared to make a difference and inspire others](#) to accomplish incredible things.

## SEMINARY

Bethel Seminary has been known for preparing transformational pastors, ministry leaders, and counselors for almost 150 years. With an integrative philosophy of education, [we prepare well-rounded ministry leaders](#) by providing sound biblical and theological training, leadership development, and personal and spiritual formation. Bethel Seminary was one of the first in the country to offer distance education, and we now offer one of the first ATS-accredited, fully online Doctor of Ministry degrees in the nation.



**Top  
25**

Best  
Christian university  
in the nation

- *College Consensus*

**8**

National Science  
Foundation grants have  
funded research in  
physics, engineering,  
and nanotechnology

**Top  
15%**

of business programs  
nationally according to Major  
Field Test results





# ATHLETICS

Bethel offers [18 NCAA Division III athletic programs](#) within the Minnesota Intercollegiate Athletic Conference (MIAC)—one of the most competitive conferences in the division. Our elite coaching staff includes an [Olympic gold medalist](#) and one of the winningest active coaches in Division III athletics. But we believe we're called to do more than build successful programs—we're called to lead our student-athletes in life-changing spiritual growth. Throughout their time at Bethel, student-athletes are transformed in our Christ-centered community uniquely shaped by competition, trust, and shared values.

83

All-Time  
NCAA Tournament  
Appearances

22

MIAC  
championships

122

All-Americans  
since 2014

18

NCAA Postgraduate  
Scholarship recipients







# APPLICATIONS AND NOMINATIONS

For full consideration, [applications](#) should be received by December 31, 2022.

All inquiries, nominations, and applications will be held in strict confidence, and references will not be contacted without the applicant's expressed permission.

Contact information:

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Bethel University  
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*Bethel University seeks to recruit, retain, and develop a diverse workforce who contributes to our educational and Christ-centered mission. Bethel University employs qualified individuals regardless of race, color, national origin, sex, disability, age, marital status, genetic information, veteran status, familial status, and status with regard to public assistance. Individuals must be able to perform the essential functions of the position with or without reasonable accommodations.*



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