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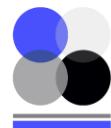
***Recruitment Profile*
for**

Chief Financial Officer



**VALLEY COMMUNITY HEALTHCARE
Sherman Oaks, CA**

JANUARY 2026



KEVIN CHASE
executive search group

RECRUITMENT PROFILE

Title:	Chief Financial Officer
Organization:	Valley Community Healthcare (www.valleycommunityhealthcare.org/)
Reports to:	President & CEO
Location:	Sherman Oaks, CA (hybrid – in office and remote)

ORGANIZATION:

Valley Community Healthcare (VCH) is a nonprofit community health organization providing high-quality primary and specialty services at little or no cost to patients. As the provider of choice for many individuals and families in the San Fernando Valley and surrounding communities, VCH has long served as a critical healthcare safety net. Founded in 1970 as a counseling center and free clinic, VCH quickly became a pioneer in the region's response to HIV/AIDS and one of the earliest providers of dedicated teen health services. Today, it is a well-established Federally Qualified Health Center (FQHC) operating two full-service clinics—its flagship North Hollywood site and its North Hills clinic. Though its services and footprint have expanded, VCH remains a cornerstone of community wellness and advocacy, guided by the belief that a Healthy Community is a Community Together.

VCH's mission is to improve the health and well-being of the community by providing high-quality, comprehensive healthcare services, regardless of ability to pay. Serving more than 21,000 patients annually, VCH plays a vital role for vulnerable populations who face significant barriers to accessing care, including an aging population, low-income families, the unemployed, the unhoused, and others who fall through the widening cracks of the healthcare system. To ensure equitable access, VCH offers primary and preventive care as well as specialty services in a welcoming, bilingual, and culturally responsive setting. Recently, VCH has expanded its care model to meet patients where they are by launching field medicine services for the unhoused and individuals living in transitional housing. The organization has also broadened its whole-person health offerings by adding chiropractic and acupuncture services.

While VCH serves all patients regardless of their ability to pay, its primary service area spans the northeast San Fernando Valley, including North Hollywood, Panorama City, Van Nuys, Mission Hills, North Hills, Pacoima, San Fernando, Sherman Oaks, and Sun Valley. These communities include multiple federally designated Medically Underserved Areas and Health Professional Shortage Areas. Ninety-eight percent of VCH patients live below 200% of the Federal Poverty Level, and many face challenges related to social determinants of health, multiple chronic conditions, and limited English proficiency.

VCH employs approximately 250 staff and operates with an annual budget of roughly \$33 million. Most of its revenue historically comes from programs such as Medicare and Medi-Cal. In 2025, VCH will provide more than 62,000 primary care visits across its clinics, continuing its long-standing commitment to keeping the San Fernando Valley healthy and connected.

To learn more about Valley Community Healthcare, please visit
www.valleycommunityhealthcare.org/

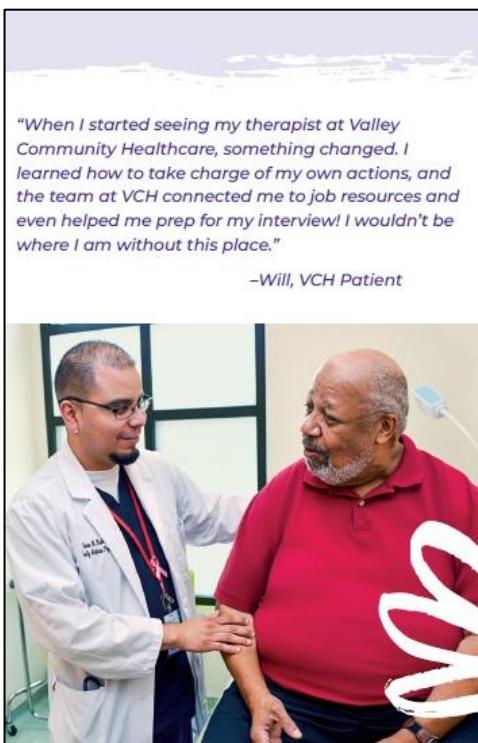
OPPORTUNITY:

Following an executive leadership transition in the summer of 2024, after the retirement of a long-tenured CEO, VCH has entered an era of new vision, strategy, and transformation under the leadership of President & CEO [Anita Zamora](#), RN, CNS, MSN. The incoming Chief Financial Officer will succeed VCH's long-serving, retiring CFO, and will be a key member of the Executive Leadership Team and strategic partner to the President & CEO and Board of Directors.

This position will play a critical role in shaping the organization's financial strategy and operations during a dynamic period of change and reimaging. As the healthcare funding and regulatory landscapes continue to evolve, this CFO will have a unique opportunity to help strengthen and transform a vital and historic community institution—providing the financial insight, leadership, and planning to ensure VCH's long-term sustainability and its continued ability to deliver high-quality health and wellness services to those most in need for generations to come.

REPORTING:

Reports directly to VCH President & CEO Anita Zamora. Serves as a member of the Executive Leadership Team (ELT). Works collaboratively with the Board of Directors and the Finance and Audit Committees of the Board. Responsible for a team of nine—including a Controller, Sr. and Jr. Accountants, Billing Manager, and Medical Billing team—with one direct report, the Controller.

**THE POSITION:**

The Chief Financial Officer is responsible for strategic and operational leadership of VCH's finance and accounting functions, ensuring long-term financial sustainability, regulatory compliance, and operational effectiveness. The position oversees financial planning, systems, and operations in support of the organization's mission, clinical priorities, and strategic goals.

PRIMARY RESPONSIBILITIES:

[NOTE: It is understood that no single candidate will have equal expertise across all areas of responsibility. Successful candidates will demonstrate a compelling combination of many of them and the self-awareness and professional maturity to leverage existing or new resources in the area(s) where they lack personal mastery.]

1. Strategic & Financial Leadership

- With the CEO and ELT, develop and execute forward-looking financial strategies to support VCH's mission, growth, and long-term sustainability
- Collaborate with the CEO, ELT and Board on strategic initiatives, providing ongoing financial analysis and insights for short- and long-term planning
- Lead and oversee all financial reporting, policies and procedures, and internal controls
- Provide high-level supervision of accounting functions, including payroll, purchasing, and all accounts receivable and payable activities
- Work with Department Heads on pricing, purchasing, capital expenditure, and other strategic financial issues

2. Planning, Budgeting, & Performance Reporting

- Working with Department Heads, lead the development and monitoring of the annual budget, including revisions as necessary
- Supervise the preparation of all regulatory filings (e.g. FFR, UDS, Medicare and Medi-Cal reconciliations, Form 990, Form 199, and related)
- Review and coordinate Department budgets to ensure that expenditures adhere to legal and budgetary requirements
- Conduct financial forecasting and variance analysis to inform decision-making
- Staff the Finance and Audit Committees of the Board and provide all required financial materials, including reports on operating results
- Oversee capital planning and investment strategies for future growth
- Collaborate with Operations on purchasing and inventory control along with utilization and health center costs

3. Governance, Compliance & Internal Controls

- Oversee financial reporting, audits, and compliance with all federal, state, and local regulations
- Oversee annual independent audit, inventory, and fiscal year-end activities
- Continually assess the effectiveness of current financial policies and procedures
- Ensure compliance with HRSA (Health Resources & Services Administration) and other federal grant requirements
- Manage financial controls and procedures to safeguard assets and prevent fraud
- Maintain relationships with external auditors, banking institutions, insurance brokers, and financial stakeholders

4. Revenue Optimization & Grants Stewardship

- Provide high-level oversight and support to billing, collections, and reimbursement processes, ensuring optimization of revenue streams
- Ensure effective management and optimization of revenue sources such as Medi-Cal, Medicaid, Medicare, insurance reimbursements, and private grants
- Partner with the Chief Development Officer and Development Team to ensure proper allocation, reporting, and compliance with grant terms
- Oversee financial components of HRSA grants and other federal funding
- Develop, supervise, and coordinate efforts to attain maximum third-party reimbursement, including capitated arrangements

5. People Leadership & Team Development

- Lead by example to advance a team culture of collaboration, transparency, and trust within the finance organization
- Supervise, mentor, evaluate, and support accounting, finance, and revenue cycle management teams, championing innovation, continuous improvement, and adherence to best practices and regulatory requirements
- Strengthen cross-department communication and transparency around financial management and performance
- Analyze and revise team structure, roles and responsibilities, and job descriptions – as necessary and within budget parameters – to maximize capacity and impact

6. Technology, Systems & Operational Infrastructure

- Oversee financial, billing, and data systems to ensure they meet the evolving needs of a growing, multi-site FQHC
- Assess the current suite of financial, billing, and reporting systems and recommend necessary changes to upgrade, optimize, or replace outdated platforms
- Review, recommend, and implement finance and/or accounting policies and procedures to ensure organized, efficient, and compliant management systems
- Implement technology solutions to facilitate financial accuracy, efficiency, transparency, and integration across departments
- Lead integration of data across finance, clinical, operational, and development/fundraising systems to support data-driven decision making

CANDIDATE PROFILE:

You are a mission-driven financial leader who works to ensure everyone has the opportunity to be healthy, and to expand access to high-quality care for underserved communities. You understand and appreciate the unique role that FQHCs play in the healthcare ecosystem and in the lives of the people they serve. You value partnership and transparency and have a track record of serving as a strategic partner to CEOs, executive teams, clinical leaders, and/or Boards of Directors. You are a collaborative and relational leader who builds relationships and trust across teams and departments. You are a strategic thinker and systems-oriented problem solver who understands the interdependence of finance, operations, revenue cycle, and patient care. You maintain perspective, make sound decisions under pressure, and foster confidence in those around you. You bring curiosity, big-picture thinking, and a continuous-improvement mindset to your work. You act with clarity, fairness, and consistency.



REQUIRED SKILLS AND EXPERIENCE (Must Have):

- A minimum of 10 years of progressive financial leadership experience in large, complex nonprofit organizations, ideally including an FQHC or similar healthcare/direct-service environment
- Deep knowledge of healthcare finance and reimbursement, including Medicaid/Medi-Cal, Medicare, managed care, third-party billing, and payer mix optimization in a safety-net setting
- Demonstrated expertise in budgeting, forecasting, and financial scenario planning, including multi-year, enterprise-level financial modeling
- Experience overseeing revenue cycle operations, including billing, coding, collections, denial management, and performance monitoring across public and private payers
- Strong background in grants management and federal compliance, including HRSA funding, Uniform Guidance requirements, grant budgeting, reporting, and audit readiness
- Experience with Medicare and/or Medicaid cost reporting, including oversight of preparation, reconciliation, and submission processes
- Proficiency with financial, billing, and accounting systems, including ERP platforms, Electronic Health Records (EHR), and reporting tools; experience leading system integrations or upgrades preferred
- Expertise in financial reporting, internal controls, and coordination of external audits
- Excellent communications skills with the ability to translate complex financial concepts into understandable language for non-financial audiences and stakeholders
- Experience supporting Board and Finance Committee reporting, including preparation of clear, timely financial materials and presentations

- Proven ability to lead, develop, and manage high-performing finance and revenue cycle teams, while contributing to enterprise-wide leadership and cross-functional collaboration
- Bachelor's degree in finance, accounting, business administration or related field; advanced degree (M.B.A., M.P.A., or similar) or CPA designation is a plus

PERSONAL CHARACTERISTICS:

- Demonstrated passion for community building and for centering the needs of vulnerable individuals and populations
- High levels of professional maturity, emotional intelligence, and self-awareness
- Impeccable ethical standards and a deep sense of integrity, judgment, and accountability
- Ability to engage authentically and build trust across internal teams and with external partners
- Collaborative and partnership-oriented approach with the ability to further position Finance as a trusted business partner across departments
- Calm, steady, and resilient management style in the face of operational challenges, regulatory shifts, or unexpected crises
- Hands-on leadership and operational savvy, combined with effective strategic, big-picture thinking
- Purpose-driven leadership with a strong sense of stewardship, and accountability
- Ability to pay keen attention to detail without losing sight of larger objectives
- Flexibility and adaptability, able to shift gears and respond effectively to change
- Commitment to cultivating leadership and practices that ensure fairness, opportunity, and a sense of belonging for everyone

COMPENSATION & BENEFITS:

Valley Community Healthcare is offering a comprehensive compensation package for this position, including a base salary in the range of \$215,000 – \$230,000 and full benefits package. Benefits include employer-subsidized health benefits, dental and vision benefits, retirement savings plan with employer contribution (5% in recent years), flexible/hybrid work scheduling, PTO (vacation and personal/sick days) and 11 paid holidays, short-term disability, and parental leave offerings.

TO APPLY:

Kevin Chase Executive Search Group has been retained to lead this recruitment effort on behalf of Valley Community Healthcare. Kevin Chase Executive Search Group works only with equal opportunity employers. No applicant will be discriminated against because of racial or ethnic identity, religion, sexual orientation, gender identity or expression, or disability.

To apply, please submit a complete resume with full employment history and a cover letter detailing your interest in the position and the professional and/or lived experience you believe make you a uniquely qualified candidate for this role to search@kevinchasesearch.com or apply directly via our [Jobs Portal](#). All inquiries, applications, or referrals will be held in strict confidence.

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Please note that all education, dates of employment, compensation and other information provided will be verified prior to an offer of employment.