

Budgets and Grants Analyst

Great opportunity to assist local community health center that reaches out to marginalized populations! Make a real difference in people's lives!

This position is a key member of the finance team, responsible for the overall management of the agency's grants and the overall agency budget development and analysis. This opportunity will assist in developing grant budgets along with program staff, grant writer and grant biller. There are great opportunities to learn and grow in this position.

Requirements

- A minimum of (5) five to (7) seven years of experience in finance or accounting and budget management and analysis
- Advanced Excel skills
- Expert level understanding of financial general ledger systems; preferably Blackbaud's Financial Edge
- Extensive technical skills to use electronic health record, incident reporting system, email, and other information systems
- Strong interpersonal skills, ability to communicate and manage well at all levels of the organization and with staff at remote locations essential
- Proven problem solving and creative skills and the ability to exercise sound judgment and make decisions based on accurate and timely analyses
- Strong financial and data analysis skills and ability to effectively communicate analysis in written and verbal communications
- High level of integrity and dependability with a strong sense of urgency and results-orientation
- Federal criminal background check
- 40 hours of work per week

Education Requirements

- Bachelor's Degree in accounting or business or related field required
- If hired, documented proof of highest level of education completed must be delivered on first day of employment

Preferred Qualifications

- CPA
- Master's degree in accounting or business or related field
- Experience with health care and nonprofits or public finance and grants
- Fluent in written and spoken Spanish
- Federally Qualified Health Center (FQHC) experience
- HIV/AIDS knowledge and patient experience
- Experience working with the LGBTQ community

Why CrescentCare?

Our mission is to offer comprehensive health and wellness services to the community, to advocate empowerment, to safeguard the rights and dignity of individuals, and to provide for an enlightened public. We offer a broad range of health and wellness services for anyone and everyone who is seeking healthcare services in Greater New Orleans and Southeastern Louisiana.

What We Do for Our Clients

Primary Health Care • Pediatrics • Dentistry • Gender Clinic • Behavioral Health • Addiction Recovery Case Management • Nutrition Programs • Medicaid/Insurance Enrollment • Legal Services
Food and Housing Assistance • Smoking Cessation • Syringe Access Program
Advocacy, Outreach, Education • HIV/Hep. C/STI Testing and Prevention • COVID-19 Screening

Our Offer to You: An Extensive Benefits Package

- All Employees are W-2 Status
- Employer Paid Benefits: Dental, Employee Wellness, Employee Assistance Program, Life Insurance
- 11 Paid Holidays, in addition to Vacation and Sick Days
- Medical Insurance (Two Plan Options)
- Vision Insurance
- Long-Term Disability
- Short-Term Disability
- 401(k) Plan – 1.5% Employer Contribution; additional Employer match with Employee Contribution
- Discount Programs

*No Relocation Package Available

*No Work Visa Sponsorship Available

If interested in being considered for this position, you must apply on the CrescentCare website using the following link:

<https://crescentcarehealth.org/contact/join-our-team/>

We are an Equal Opportunity Employer and do not discriminate against employees or applicants on the basis of race, color, national origin, ethnicity, citizenship status, religion, age, gender identification, pregnancy, marital or familial status, gender or sexual orientation, veteran or military status, physical or mental disability, genetic information, or on the basis of any other status protected by law, and in compliance with applicable federal, state and local laws.