



Position Descriptions – Finance, Investment Management, and Impact Investing

The following samples have been collected from NCFP members and are shared as examples only. Job titles that are part of this collection currently include:

- *Chief Financial and Operations Officer*
- *Director of Impact Investing*
- *Director, Finance and Administration*
- *Director, Finance and Operations*
- *Director, Program Related Investments*
- *Finance Manager*
- *Finance and Operations Manager*
- *Financial Services Controller*
- *Investment Officer*
- *Mission Investing Analyst*
- *Mission Investing Associate*
- *Program Director, Impact Investing*
- *Senior Finance Associate*
- *Staff Accountant*

NOTE: If you have a position description that you would like to share here, or if you would like one of the sample descriptions below removed from this list, please contact ncfp@ncfp.org.

Chief Financial and Operations Officer

- [Chief Financial and Operations Officer \(Frey, 2023\)](#)

Director of Impact Investing

- [Director of Impact Investing \(Surdna, 2021\)](#)

Director, Finance and Administration

- [Director, Finance & Administration \(Marriott, 2018\)](#)

Director, Finance and Operations

- [Director of Finance and Operations \(Prospect Hill, 2022\)](#)

Director, Program Related Investments

- [Director, Program Related Investments \(California Endowment, 2014\)](#)

Finance Manager

- [Finance Manager \(Tracy Family Foundation, 2022\)](#)

Finance and Operations Manager

- [Finance and Operations Manager \(Donner, 2023\)](#)

Financial Services Controller

- [Finance Services Controller \(Roundhouse, 2020\)](#)

Investment Officer

- [Investment Officer \(Bush Foundation, 2023\)](#)

Mission Investing Analyst

- [Mission Investing Analyst \(Packard, 2023\)](#)

Mission Investing Associate

- [Mission Investing Associate \(Packard, 2016\)](#)

Program Director, Impact Investing

- [Program Director, Impact Investing \(McKnight Foundation, 2014\)](#)

Senior Finance Associate

- [Senior Finance Associate \(Klarman, 2023\)](#)

Staff Accountant

- [Staff Accountant \(Bainum, 2023\)](#)