



**JOHNSTON and COMPANY**  
STRATEGIC CONNECTIONS FOR GROWTH



**\*University Muslim Medical Association announces a new opportunity for  
DIRECTOR OF FINANCE**

**Organization Description**

Starting in 1996, UMMA has been redefining healthcare for the people of South Los Angeles, by applying the ethical, financial, and social teachings of Islam to the problems of caring for the underserved. UMMA provides comprehensive family care and serves as the regular family doctor to over 15,000 adults and children. The Clinic is their only source of healthcare and without UMMA many diseases would go undiagnosed or untreated. UMMA's standards of clinical excellence and stringent operations have earned the Clinic Federally Qualified Health Center (FQHC) status and recognition from the Better Business Bureau's Wise Giving Alliance.

UMMA is also dedicated to medical students and serves as a teaching site for UCLA. UMMA has a multi-disciplinary staff of approximately 24 case managers, health educators, outreach workers, administrators and client services professionals Governed by a 13 member Board of Directors, UMMA has an approximately \$3 million operating budget comprised of a mix of fee for service, State and County grants, and foundation support. Additional information can be found on UMMA's website: [www.ummaclinic.org](http://www.ummaclinic.org)

**Position Description**

Reporting to the CEO, the Director of Finance will be responsible for providing leadership necessary to:

- 1) Build the finance department and provide strategic financial information that help with organizational decision support;
- 2) Manage all financial accounting and reporting, procedures and internal controls of the organization including the billing function;
- 3) Ensure financial operations comply with Clinic policies, contracts and regulations;
- and 4) Provide overall supervision of Payroll, Purchasing, Accounts Receivable, Accounts Payable, and General Accounting functions of the organization.

**Qualifications**

The successful candidate will have experience with, and knowledge of accounting in accordance with generally accepted accounting principles; grants and government contract accounting; health care finance, including third party reimbursement mechanisms and Federal guidelines regarding budget and financing; accounting systems and hardware used to operate those systems; and general computer skills in Microsoft Office programs (Word, Excel, etc.). A degree in accounting, finance or business or equivalent experience and several years of experience in accounting, preferably in a health care environment is desirable. Experience in a nonprofit funded by government contracts is also preferred.

**Compensation**

The compensation for the position is within an established range, \$70,000 - \$90,000, depending upon qualifications and experience. There is a well-defined benefit package that includes health, dental and vision plans, life insurance and a 401K (no match).

Direct inquiries and résumés to Johnston and Company, Attn: UMMA Programs, 6167 Bristol Parkway, Suite 140, Culver City, CA 90230. Electronic résumés and cover letters preferred. E-mail to

[JandC@johnstonco.org](mailto:JandC@johnstonco.org)

**6167 Bristol Parkway, Suite 140 ♦ Culver City, CA 90230 ♦ Phone: 310/410-3905 ♦ Fax: 310/410-3906  
E-mail: [JandC@johnstonco.org](mailto:JandC@johnstonco.org)**