

CALEDONIA SPIRITS®

Job Description

Position	Director of Finance	Department	Finance
Category	Full-Time	FLSA Classification	Exempt
Supervisor	CEO	EEO Category	First/Mid Level Officials & Managers

Summary

Caledonia Spirits is looking for an experienced Director of Finance (Finance Director) to oversee all financial aspects of the business and drive the company's financial strategy and planning. You will be responsible for assessing the financial performance of the company as well as possible risks and investments. A Director of Finance is a reliable professional with broad knowledge of all accounting, financial and business principles. They are strategic thinkers and effective leaders who can make the most profitable decisions. The goal is to guide the company towards profitability and long-term success.

Founded by a beekeeper, Caledonia Spirits was built on a vision to connect cocktail culture to agriculture. We are passionate about the spirits we produce, including Barr Hill Gin, America's Most Awarded Gin. Our work is fueled by the values of environmental stewardship, social responsibility, and continuous learning.

At Caledonia Spirits we believe diversity makes us better. For us, it is not just about being an Equal Opportunity Employer, which we are proud to be. It is about inviting different experiences, backgrounds, and perspectives to our work; and making conscious efforts to reach out to candidates who can bring different ideas and perspectives to what we do and create together.

So we invite passionate people, committed to excellence, to join our team. We welcome applicants of all races, religions, colors, national origins or places of birth, ages, sexes, sexual orientations, genders, gender identities, and abilities. We welcome those who have served our country. We invite you to make our team richer and better.

Duties and Responsibilities

The following duties and responsibilities reflect the essential functions of the position, but do not restrict the assignment of additional tasks. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Drive the financial planning of the company by analyzing its performance and risks
- Monitor status of the company's financial position and act to prevent problems
- Set up and oversee the company's financial and transaction systems
- Set targets for and supervise accounting and finance function
- Oversee all external reviews and internal controls
- Execute cash management and corporate fundraising strategy
- Manage relationships with partners and investors
- Prepare timely and detailed reports on financial performance on a monthly, quarterly and annual basis
- Conduct analysis, maintain forecasts and report results to leadership team
- Ensure compliance with all financial regulations, laws and guidelines

Education and Experience

Preferred: MBA or CPA preferred
Spirits industry experience a plus

Required: BSc/BA in accounting, finance or relevant field required
Minimum of five to seven years of related work experience

Required Knowledge and Competencies

- Proven experience as Director of Finance or similar role
- In-depth knowledge of corporate finance and accounting principles, regulations and best practices
- Solid knowledge of financial analysis and forecasting
- Proficient in the use of MS Office and financial management software (e.g. NetSuite, SAP, ERP)
- An analytical mind with strategic agility
- Excellent organizational and leadership skills
- Outstanding communication and interpersonal abilities

Physical and Other Requirements

- Required to comply with all company policies and safety standards
- Frequent operation of a computer, keyboard, mouse, and other devices
- Participation in training sessions, presentations, and meetings on and off premise
- Frequently required to work in coordination with other team members
- Ability to maintain confidentiality: regularly exposed to confidential, non-public information relating to the business

Supervisory Responsibilities

- This position DOES have supervisory responsibilities.

This job description does not constitute a contract of employment. Employment of all staff is “at-will” and may be terminated by the employee or the company at any time, with or without notice or cause.