

**POSITION: VP Treasurer**  
**REPORTS TO: Chief Financial Officer (CFO)**  
**FLSA STATUS: Exempt**  
**POSITION TYPE: Full-Time**  
**LOCATION: Corporate**  
**DATE: August 13, 2025**

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### **Summary**

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The VP-Treasurer is responsible for serving as the Bank's senior financial executive overseeing and representing all financial and accounting operations; and providing strategic leadership for the Bank as a member of the Bank's Senior Management Team. In addition, the VP-Treasurer provides leadership, management, and guidance to other areas of the Bank as needed. The VP-Treasurer will be available to provide mentoring, education, and advice on various aspects of banking and talent management. This position is responsible for overseeing the preparation and presentation of Financial Performance reports to the Board of Directors and management. The VP-TREASURER is responsible for providing review of current performance, establishment of goals, strategies, and policies of the Bank. The VP-TREASURER will be responsible for ALM management of the Bank's balance sheet. The establishment and compliance of internal controls and maintaining compliance with federal and state regulations GAAP accounting principles, industry standards and the Bank's policies.

### **Essential Functions**

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- Deploying investable assets to manage interest rate risk
- Supports the Chief Risk Officer in Bank's risk management operations
- Supports the Internal Auditor in the management of the bank's policy, procedures, and controls
- Oversees the quality of assets in the loan portfolio, including oversight of its risk financial reporting and performance, including, but not limited to: Asset Liability Management, Interest Rate Risk, ACL, liquidity, investment activity, cash management, budgeting stress testing, and forecasting.
- Ensures the accuracy of the financial records of the bank.
- Provides supervision AVP – Controller and accounting staff.
- Provides financial guidance to all areas of the bank.
- Initiate financial actions to protect the financial integrity of the Bank.
- Establish, and/or maintain relationships with the investment community.
- Prepare and present budgets and analyses of budget variances.
- Provide cash flow projection reporting mechanism that addresses best practice asset liability management.
- Share, enhance, educate and/or provide financial knowledge and guidance with/to other employees.
- Develop and/or enhance, support, implement, and enforce Bank policies and procedures.
- Participate in internal/external model validations, audits, and regulatory examinations.
- Monitor, evaluate, and recommend options to improve operational and financial performance.
- Member of the ALCO, Asset Classification, and other committees as assigned.
- Submit and/or present monthly reports to the Board of Directors, Board committees and Senior Management.
- Lead or assist with lease negotiation and major purchasing decisions.

- Maintain an up-to-date knowledge of industry standards, regulatory compliance, GAAP accounting, and important related topics.
- Assume leadership positions in professional, civic and community groups and represent this Association at related events.
- Co-ordinate, monitor, and review related team member performance evaluations.
- Compliance with all government regulations, including the Bank Secrecy Act and related regulations.
- Perform other related duties as required and/or assigned.

### **Required Education and Experience**

- Degree in Business Administration, Finance or Accounting
- Minimum 3-5 years of experience in a financial position, with extensive leadership experience in a financial institution
- Extensive background in GAAP and financial institution accounting, policies and procedures
- Extensive background in other areas of banking preferred.
- CPA required, MBA preferred.
- Excellent organizational, verbal and written communication, interpersonal, motivational, coaching skills
- Proficient technical skills in database management, spreadsheets, word documents, presentation programs, and financial analysis programs.

### **Competencies**

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- **Ethical Practice** – Being in accordance with the rules or standards for right conduct or practice; following processes, procedures, policies, laws and regulations that govern the Bank; moral uprightness; honesty
- **Integrity** –
  - Behavioral: Doing the right thing; acknowledge mistakes and demonstrate accountability for actions.
  - Job based: Ensuring accurate data throughout the organization.
- **Communication** –
  - **Delivering Messages:** Ability to deliver clear and accurate messages across a variety of mediums to audiences of all sizes and backgrounds. Ensures that the delivered message is clear and understood by the listener.
  - **Listening:** Understands information provided by others. Listens actively and to others' views and concerns. Seeks further information to clarify ambiguity.
- **Banking regulations of all aspects of the organization.**
- **Teamwork** – Positively, respectfully and openly participates in the collaborative effort of a group to achieve a common goal. Be committed to building an encouraging, caring, and supportive environment. Provide mutual support; be open minded to other's suggestions and contributions.
- **Time Management** - Ability to work multiple projects at the same time and an ability to meet tight deadlines; well organized.
- **Analysis/Problem Solving**- Secure relevant information and identify key issues and relationships from a base of information; relating and comparing data from different sources; identifying cause-effect relationships; utilize proper judgment; Ability to read, analyze and interpret complex laws and regulations.
- **Initiative** - Make active attempts to influence events to achieve goals; self-starting rather than accepting passively; taking action to achieve goals beyond what is required; being proactive.

**Physical Demands**

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The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is occasionally required to stand, walk, sit, use hands to finger, handle, or feel objects or controls, reach with hands and arms, climb stairs, talk to hear. The employee must occasionally lift or move office products and supplies, up to 20 pounds.

**AAP/EEO Statement**

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First Federal Savings of Lorain is an Equal Opportunity Employer-M/F/Disabled/Vet

**Other Duties**

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Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

