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Director of Finance
Accounting/Fiscal Analyst I (AN09 Band 7)
Fulltime Equivalent

South Carolina First Steps (SCFS) is both a nonprofit and state agency and is the only dedicated, comprehensive early childhood agency in South Carolina focused on getting children ready for school and life success. Annually, we serve more than 50,000 children. Established by the South Carolina General Assembly in 1999, SC First Steps provides funding and support to a network of 46 local, First Steps partnerships, one in every county. Through the partnerships, First Steps provides evidence-based parenting, literacy, and development programs; training for early childhood educators; child care scholarships; child care quality enhancement; and a slate of other early interventions. Through First Steps 4K, the agency partners with over 250 child care centers to offer free, high-quality, educational Pre-K 4 to more than 3,300 children. In addition to developing, funding, and supporting programs and initiatives statewide, South Carolina First Steps coordinates the activities of the South Carolina Early Childhood Advisory Council, a collaborative body representing the state's early childhood system. The Early Childhood Advisory Council works to ensure that South Carolina's children arrive at school ready to reach their highest potential, are healthy and safe, and are actively supported by their families and communities.

The diverse workforce that makes up the 65+ member team at SCFS includes salaried and hourly positions and is governed by a State Board of Trustees. As an organization, we value children,

- Manage, supervise, and direct all activities of the agency finance department; including timely funding of expenditures; interpret accounting and audit standards, annual reports, travel, reimbursements, closing packages, and advise office staff accordingly. Plan and implement accounting policies and procedures applicable to the financial and procurement regulations and mission of the agency.
- Assist with annual a

This position is eligible for a variety of benefits from a comprehensive health and dental insurance program and generous annual and sick leave policies, to a solid and secure retirement system. The State of South Carolina offers a competitive benefits program for state employees.

SC First Steps is an equal opportunity employer.

SC First Steps is a drug-free workplace.

