Job Announcement

DCTV
Fractional (Half-Time) Director of Finance and Accounting

(Washington, DC)

(Posted: September, 2026)

DCTV, Washington, DC's nonprofit community media television station, is recruiting a first-rate accountant with a strong background in nonprofit accounting to serve as a **half-time** director of finance and accounting who is a **hands-on blend of accountant, controller and CFO**, i.e., both reporting on what has happened and projecting what's in the future. This is an outstanding opportunity for an individual with superb accounting skills to be part of the senior management team of an important, vibrant organization that currently has a budget of $2 million and a staff of 8, and has plans to grow.

The job is based at DCTV's studios in the Brookland section of Washington, DC., i.e., it cannot be done remotely, given the nature of television production and the frequent interaction with other in-office staff.

Applications will be accepted until this search is completed. To see if the search is still active, for inquiries, or to apply, please go to www.dctv.org/Jobs

The Organization

Created in 1986, DCTV is Washington, DC's nonprofit community media television station devoted entirely to local programming created by and for DC and metropolitan area communities. DCTV tells stories that matter to help communities thrive. As Washington, DC's 24/7 public media platform, DCTV amplifies local voices that represent the vibrant communities of our nation's capital.

DCTV trains individuals and nonprofit organizations to engage people through the power of meaningful storytelling, and provides production facilities to its individual and organization members to produce television shows that can be seen on the eight DCTV-run channels that reach all cable subscribers in the District of Columbia. DCTV also produces its own Emmy nominated and award-winning content, such as its shows Capital Arts, and District Life that covers local arts and culture, entertainment, history, and advocacy. DCTV reimagines the role of media and sparks relevant, inclusive conversations to build a stronger DC.

DCTV has a staff of 8 and a budget of $2 million. The largest source of revenue comes from the three cable operators in the District of Columbia – Comcast, Verizon, and RCN/Astound – using a formula that is based on the number of paid subscribers, and is imbedded in the licenses the cable companies have with the DC Government. Other funding comes from grants from foundations and corporations, and from income-generating activities.

To learn more about DCTV (formally called the Public Access Corporation of the District of Columbia), please go to www.DCTV.org.

The Position and its Principal Responsibilities

Reporting to DCTV's President and CEO, the director of finance and accounting's primary responsibility is to ensure the fiscal health of the organization.

Key responsibilities include:

1. Serving as the senior strategic business partner to the president and developing information for the board, assessing the financial implications of key opportunities and decisions the organization is considering.

2. Running, and improving when necessary, processes and systems related to key accounting functions to ensure appropriate financial controls are in place.
3. Maintaining the general ledger and balance sheets; processing accounts payable and accounts receivable; reconciling all accounts; preparing and processing payroll; overseeing maintenance of assets register; providing information for grant applications; and computing and filing tax returns.
4. Producing financial reports that are timely, accurate, and useful for senior management and the board.
5. Leading an organization-wide process to produce an operating budget that reflects the organization's strategic plan, and is integrated with the accounting system.
6. Preparing for and managing annual audit.
7. Serving as a member of the senior management team, which includes the president and CEO, and the directors of production, programs and services, and development.
8. Providing support from time to time to facilities management and operations (includes DCTV's lease of a building in Brookland owned by the DC Government), and coordinating financial aspects with human resources (currently outsourced to an HR consultant).

Desired Skills and Characteristics

The ideal director of finance and accounting will be:
1. A trained accountant who is highly knowledgeable about financial accounting within nonprofit organizations, including tracking restricted grants. An active CPA license is desirable, but not required.
2. Capable of taking on a broad-based financial management job that is **extremely hands-on** – **the finance side of the department will have only one person**. This job is a blend of accountant, controller and CFO, i.e., both reporting on what has happened and projecting what's in the future.
3. Experience coordinating with HR.
4. A superb communicator, orally and in writing, especially in articulating financial data to colleagues.
5. A person with the confidence and presence to be able to work effectively with a board of directors that includes people with finance and business experience.
6. Interested and supportive of the mission of DCTV. (Residency in DC is not required, but this person must be able to work out of the organization's studios in Brookland, i.e., this job CANNOT be done remotely.)
7. Collegial and open. The director of finance and accounting must have a personality and work style that ensures that the working environment and atmosphere will remain open and collaborative at all levels of the organization.

Compensation

The anticipated salary is $60,000 to $65,000 per year for a **half-time** position. DCTV offers a generous benefits package that includes health insurance and, after one year of employment, an 8% contribution to a retirement plan.

To Apply

Please go to www.dctv.org/Jobs (Please do not send your questions or documents to Larry Slesinger)

1) cover letter that explains why you are interested and qualified; and
2) resume

DCTV is an Equal Opportunity Employer.