

JOB DESCRIPTION

SUMMARY

Ares Management Corporation (“Ares” or “the firm”) is looking for a professional to join the Ares Charitable Foundation (the “Ares Foundation”) in New York, Los Angeles or Denver. The Ares Foundation is a 501(c)(3) qualifying organization of Ares that aims to accelerate economic equity and equality globally through strategic investments in career preparation and reskilling, entrepreneurship and personal finance. Established in 2021, the Ares Foundation executes philanthropy with the same rigor, discipline and entrepreneurial spirit that the firm brings to its investment activities and business operations. The Ares Foundation acts in accord with the firm’s core values—to be collaborative, responsible, entrepreneurial, self-aware and trustworthy—by engaging in grantmaking and mission-aligned initiatives that strengthen the communities where Ares stakeholders live and work, and where the firm does business.

Ares seeks a Controller to maintain the Ares Foundation’s accounting policies, procedures and financial controls.

This individual will lead and direct the Ares Foundation’s accounting and financial reporting activities. They will maintain oversight and tracking of the Ares Foundation’s general ledger, accounting, billing and accounts payable. In addition, the individual will monitor and document revenues generated through individual and institutional donations to the Ares Foundation and lead audits as well as external and internal financial reporting. They will report to the President of the Ares Foundation.

The successful candidate will have demonstrated experience in a nonprofit accounting and financial management, preferably as an Assistant Controller or a more senior position. They will possess excellent project management skills, including the abilities to manage and prioritize multiple assignments as well as meet deadlines. They will be detail-oriented, accuracy-focused, flexible and collaborative, and possess a process-improvement mindset.

[Ares Philanthropy 2023 Annual Report - 2023 Ares Philanthropy Annual Report](#)

REPORTING RELATIONSHIPS

Reports to: Ares Foundation President

PRIMARY FUNCTIONS AND ESSENTIAL RESPONSIBILITIES

Specific responsibilities include, but are not limited to:

- Oversee all operational accounting activities of the Ares Foundation, including general ledger, cash and banking, expense and revenue accounting, billing and accounts payable, in a timely and accurate manner.
- Read, interpret and summarize each contribution and grant agreement for conditional provisions and restrictions.
- Ensure compliance with GAAP standards and regulatory requirements.
- Direct internal financial reporting activities, including to support quarterly presentations to the Ares Foundation Board of Directors.

- Direct external financial reporting activities, including to ensure dissemination of financial reports, e.g., financial statements, Form 990 and annual audits.
- Oversee billing to ensure the accurate and timely management of all accounts payable aging components to help manage cash flow, identify outstanding invoices, improve vendor relationships and increase organizational efficiencies.
- Support development activities, including donor solicitation, stewardship and retention activities, to facilitate regular, up-to-date reports on revenue generation.
- Identify, recommend, implement and maintain policies and robust internal controls and safeguards for all financial operation and reporting activities to continuously drive improvement.
- Support annual budget development and quarterly reforecast activities to ensure appropriate resource allocation and inform decision-making.
- Other duties as assigned.

QUALIFICATIONS

Education:

- Bachelor's Degree, Master's Degree, or equivalent work experience

Experience Required:

- At least 10 years of progressive, relevant professional experience, preferably as a nonprofit Assistant Controller or higher.
- A track record of success in nonprofit accounting and financial management.
- Strong problem-solving, analytical and critical thinking skills, with the abilities to design and implement practical solutions to help drive toward desired results.
- Excellent interpersonal skills, including the ability to work collaboratively and cooperatively with colleagues as well as internal and external stakeholders.
- Outstanding presentation and facilitation skills, with the ability to confidently interact with professionals at all levels within an organization.
- Demonstrated proficiency with Microsoft Office products.
- Proven ability to thrive in a fast-paced environment and manage multiple and competing priorities with high attention to details.
- Self-motivated, with the ability to execute projects and produce deliverables in accord with the Ares Foundation's proven commitment to, and reputation, for high-quality work.
- Ability to work independently with minimal supervision and maximum collaboration in a team environment.
- High emotional intelligence and excellent judgement as well as the abilities to adapt and be flexible as necessary.
- Ability to exercise discretion and confidentiality.

General Requirements:

- Excellent (verbal and written) communication, planning and organizational skills and the ability to manage competing priorities.
- Proven ability to solve problems resourcefully and creatively with the flexibility to adapt to evolving situations.
- Ability to build and maintain dynamic and strategic internal and external stakeholder relationships.

Job Title: Controller, Ares Charitable Foundation (VP)
Department: Strategic Initiatives
Location: New York, Los Angeles or Denver



- Dependable self-starter who can manage their workload and support the team by taking on ad-hoc projects as required.
- Demonstrated proficiency and knowledge to utilize various technology and digital platforms.
- Sound judgment and decision-making as well as the ability to handle confidential information appropriately.
- Ability to be flexible in terms of hours to coordinate with team members across various time zones.
- Ability to safely lift 35lbs.

COMPANY DESCRIPTION

Ares Management Corporation (NYSE: ARES) is a leading global alternative investment manager offering clients complementary primary and secondary investment solutions across the credit, private equity, real estate and infrastructure asset classes. We seek to provide flexible capital to support businesses and create value for our stakeholders and within our communities. By collaborating across our investment groups, we aim to generate consistent and attractive investment returns throughout market cycles. As of June 30, 2024, Ares Management Corporation's global platform had approximately \$447 billion of assets under management, with more than 3,372 employees operating across North America, Europe, Asia Pacific and the Middle East. For more information, please visit www.aresmgmt.com.