

Controller

We are currently seeking an experienced accounting professional to serve as Isles' Controller. This position will play a critical role in Isles' long term success by developing collaborative budgeting procedures and creative accounting and risk management strategies to maximize utilization of all funding sources. We seek a leader who can work collaboratively with Isles leadership, managing directors, grants managers and accounting staff; and who can gain the respect of trustees and leadership. The Controller will have the opportunity to join a dynamic and highly accomplished team at one of the most innovative and successful nonprofits in the region.

The position reports to the Finance Director, and works in close collaboration with the Deputy Operations Officer, Chief Operations Officer, President and Board of Trustees.

The position requires strong analytical, verbal, and presentation skills, as well as the ability to work in a collaborative and consultative manner with colleagues. The Controller must understand the nature and peculiarities of Isles' services and funding sources.

Qualified Candidates Will Have Proven Success In:

- Preparing and managing budgets for non-profit organizations with multiple funding sources.
- Working collaboratively with organization managers and accounting staff to become a trusted source of financial information.
- Implementing effective purchasing and accounting policies and procedures, assessing effectiveness, adjusting strategies, and providing leadership to ensure achievement of financial goals.
- Ensuring compliance with tax-exempt organization laws and regulations, and working with independent accountants to coordinate audits and implement corrective actions.
- Identifying, evaluating, and recommending revenue-generating and cost-saving measures.
- Directing procurement and vendor management processes.
- Implementing and utilizing financial software to optimize analysis and reporting of financial information.
- Understanding risk in non-profit organizations and effectively managing that risk while ensuring cost effectiveness.
- Demonstrating behaviors in concert with Isles' mission, vision, values, policies, and procedures.
- Participating as a senior member of a leadership team.

Base Qualifications for Position

- Bachelor's degree in accounting or finance, or equivalent combination of education and work experience required; CPA or CMA preferred.
- 7 to 10 years professional work experience in accounting or finance, including supervision of staff and responsibility for creating and monitoring a budget exceeding \$1M.
- Minimum 3 years non-profit accounting and finance experience.
- Knowledge of MIP accounting software is essential.
- Experience with payroll processing.
- Ability to work independently and collegially in a fast-paced, goal-oriented environment.
- Excellent analytical, communication, presentation and managerial skills. Strong written, verbal, and interpersonal skills. Excellent organizational skills and attention to detail.

Applicants should email cover letter and resume to hr@isles.org.