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*Inviting Applications and Nominations for the*

# Controller





The **University of Montana** seeks a financial professional to serve as **Controller**. This administrator leads the accounting operations and provides financial reporting expertise for the University. The Controller reports to the Associate Vice President for Operations and Finance.



## ABOUT THE UNIVERSITY

The University of Montana (UM) is a multi-campus, flagship, public research university serving the state of Montana and region. The main campus is located in Missoula, as is Missoula College—the two-year college of UM, with additional campuses in Helena, Butte, Dillon, and Hamilton.

The second largest campus in the Montana University System, UM sets the bar high for academic studies, creative accomplishments, and scientific exploration that benefits students, their communities, and the world at large. The University is under the leadership of President Seth Bodnar, who was appointed in 2018 after serving as a senior executive at the General Electric Company and having a distinguished military career in the U.S. Army.

The University draws a diverse, global population to Missoula that helps cultivate an educated, engaged, and vibrant community. The main campus, nestled in the heart of western Montana's stunning natural landscape, spans 56 acres at the base of Mount Sentinel and along the Clark Fork River. It includes the park-like Oval at the center of campus, more than 60 architecturally

unique buildings, and a 25,200-seat football stadium. UM's 180-acre South Campus offers student housing, a golf course, soccer and softball fields, and an outdoor track facility. Missoula College occupies two sites, one just across the river from the main campus and one on the southwest side of Missoula.

At UM, students receive a world-class educational experience in a broad range of subjects that include the trades, humanities, sciences, graduate and postdoctoral study, and professional training. The University of Montana comprises 10 colleges and is home to a variety of research centers and institutes.

More than 10,000 students attend the University of Montana. The student-to-faculty ratio is 13:1 with an average class size of 30. UM's College of Business is tied at No. 1 as "Best Business School in the Big Sky Conference" by *U.S. News & World Report* (2020).

The University of Montana ranks 17th in the nation and 5th among public universities in producing Rhodes Scholars. It has 11 Truman Scholars, 14 Goldwater Scholars, and more than 40 Udall Scholars to its name.





**The University of Montana transforms lives** by providing a high-quality and accessible education and by generating world-class research and creative scholarship in an exceptional place. We integrate the liberal arts and sciences into undergraduate, graduate, and professional studies to shape global citizens who are creative and agile learners committed to expanding the boundaries of knowledge and to building and sustaining diverse communities.

**The mission of Business Services** is to provide financial services responsive to the needs of students, staff, administration, and faculty of the University of Montana. We accomplish our mission by wholeheartedly supporting the pursuit of academic excellence. We proactively meet challenges, enhance services, and achieve productive results. We deliver exceptional customer service to all that require our assistance to successfully reach their educational goals.

## THE OPPORTUNITY

The Controller oversees the University's accounting operations, including revenues, expenses, endowments, property, cash flows, assets, and liabilities. Along with providing financial reporting expertise, this financial administrator also ensures compliance with all applicable regulations and fiscal policies and procedures.

The Controller has direct contact with executive officers, deans, directors, faculty, staff, and the general public, as well as with the Office of the Commissioner of Higher Education, external auditors, and various local, state, and federal agencies. In addition to serving the University of Montana, the Controller works collaboratively with accounting and business leaders concerning business operations at the affiliated campuses of Helena College University of Montana, Montana Technological University, and University of Montana Western.

In management and supervision, the Controller is responsible for providing quality and efficient processes for customers through the leadership, analyses, and implementation of appropriate staffing levels. The daily management of the team of employees includes hiring, reviewing annually, motivating, recognizing, rewarding, coaching, counseling, training, and problem solving. The Accounting Manager reports directly to the Controller, with a team of four to six accountants reporting to the Accounting Manager.

### Controller Responsibilities

- Provides leadership of university- and affiliate-wide accounting operations.
- Maintains and analyzes financial information.
- Prepares complex and consolidated financial reports for University of Montana entities, reviewing financial data to ensure compliance with applicable local, state, and federal requirements as well as Generally Accepted Accounting Principles.
- Manages all aspects of the annual year-end audit process, including acting as the main liaison to the external and internal audit teams.
- Assists the Vice President of Operations and Finance with the issuance of long-term debt and ensures compliance with continuing disclosure and other debt/rating agency requirements.
- Leads an office committed to improving processes and providing outstanding service in an increasingly complex and demanding regulatory environment.
- Informs campus using technical knowledge and skills in accounting and financial analytics in support of financial and institutional priorities.
- Reviews and assesses internal controls, recommending modifications or establishment of new accounting procedures or systems.
- Designs, administers, and manages systems for a wide range of financial-related programs, vendor relationships, and regulatory activities.

- Reviews and implements emerging issues released by GASB, IRS, the State of Montana, the Office of the Commissioner of Higher Education, and/or the Board of Regents.
- Coordinates and maintains collaborative relationships between Accounting/Business Services and other departments, such as Budgeting, Human Resources, Facilities, Student Financial Services, Athletics, Advancement, and Academics.
- Supports university committees as directed.

## KNOWLEDGE, SKILLS, AND ABILITIES

### Minimum Requirements

Controller must have the following education, credentials, skills, and experience:

- Bachelor's (or higher) degree in Accounting
- Seven to ten years of progressive experience in financial affairs leadership positions
- Prior supervisory experience
- Comprehensive knowledge of Federal and State annual reporting requirements
- Comprehensive knowledge of annual financial reporting audit processes
- Ability to maintain confidentiality of work-related information and materials

- Demonstrated knowledge of management practices within a complex budgetary environment
- Ability to analyze financial data and prepare financial reports, statements, and projections
- Excellent planning, organization, and communication skills to interact effectively with individuals at all levels of the organization
- Advanced proficiency in business applications, such as Microsoft Office Suite
- Knowledge of automated financial systems
- Ability to operate strategically and on a detailed level
- Availability to work evenings and weekends as needed

### Preferred

- Graduate degree in accounting, business, economics, finance, or related field
- Certified Public Accountant (CPA)
- Demonstrated working knowledge of Generally Accepted Accounting Principles (GAAP) and GASB pronouncements
- Previous work experience in a higher education setting
- Experience with Ellucian Banner ERP



### Stacey Eve Associate Vice President for Operations and Finance

Stacey Eve has served in the leadership role of Associate Vice President for Operations and Finance at the University of Montana since March 2020. Ms. Eve has been with the University of Montana since 2018, when she was retained to serve as the Budget Director.

Ms. Eve started her career in higher education in 2010 as the Director of Accounting and Human Resources for the University of Providence (formerly the University of Great Falls) in Great Falls, Montana. She became the Vice President for Finance and Chief Financial Officer in 2011, serving in that capacity until 2018.

Along with fiscal responsibilities, Ms. Eve's experience includes a range of non-financial operations, planning, and compliance activities. Prior to a career in higher education, her experience included progressively responsible leadership roles in accounting, finance, human resources, and administration.

Ms. Eve earned a Bachelor of Science degree in Business Administration from the University of Providence and an MBA from Concordia University-Portland.

*The University of Montana has committed to the principles of equal opportunity, that everyone should have access to opportunities in their education and in the workplace, and to ensure that no one is excluded from participation. It has a program of affirmative action, which is required of federal contractors such as universities and is intended to eliminate the present effects of past discrimination and to increase the participation and employment of women, minorities, certain classes of veterans, and people with disabilities.*





## Living in Missoula, Montana's Garden City

Missoula, the second largest city in the state, is nestled in the Northern Rockies of Montana, between Montana's crown jewels, Glacier and Yellowstone national parks. Surrounded by seven wilderness areas, five mountain ranges, and at the confluence of three rivers—Clark Fork, Blackfoot, and Bitterroot—Missoula is an outdoor enthusiast's dream.

The city has more than 400 acres of parkland, 22 miles of trails, and nearly 5,000 acres of conserved open space. You can kayak, raft, or tube through downtown or take a hike to enjoy pure nature just minutes away. Missoula is located within the fly-fishing Golden Triangle, known for its blue-ribbon trout fishing and spectacular natural beauty. The outdoor recreational opportunities are limitless.

Founded in 1864, Missoula is considered the cultural center of Montana. More than 72,000 residents enjoy

a cost of living substantially lower than the national average. Missoula's expansive bike routes have led to its recognition as the 4th best bike commuting city in the United States. Public transportation primarily serves the center of the city and the University of Montana. Average commutes take between 10 to 15 minutes, well below the national average.

The vibrant downtown community embraces the state's most sophisticated music and art scene and includes a new public library that houses the Families First Learning Lab, UM's spectrum science museum, and the UM Living Lab. Just east of Missoula is the KettleHouse Amphitheater, ranking No. 45 out of the top 50 amphitheaters worldwide by Pollstar.

Missoula is easily accessible by intersecting highway systems running north-south and east-west and is served by Missoula International Airport.

## Application & Nomination Process

*Confidential inquiries are welcomed, and nominations are invited.*

### Applications

- 1) Application packet must include:
  - a) A letter of application that addresses the responsibilities and qualifications of the position
  - b) Résumé
  - c) At least four references with full contact information including e-mails (*References will not be contacted without consent from applicant.*)
- 2) **Submit application packet (preferably as PDFs) to [UMT-Controller@myersmcrac.com](mailto:UMT-Controller@myersmcrac.com). Review of applications is in progress.** Applications will be accepted until the position is filled. Additional information will be requested upon receipt of application.

### Nominations

Submit nominations to:

**[UMT-Controller-nominate@myersmcrac.com](mailto:UMT-Controller-nominate@myersmcrac.com)**

with complete contact and e-mail information for the individual being nominated.

**Kenny Daugherty**, President of **Myers McRae Executive Search and Consulting**, is assisting University of Montana with this search.

Request a conversation regarding this search at [kennydaugherty@myersmcrac.com](mailto:kennydaugherty@myersmcrac.com).

