

CONTROLLER

 Jeffersonville, IN

POSITION OVERVIEW

The Controller is a senior accounting leader responsible for overseeing accounting operations and ensuring accurate, timely financial reporting for the Presbyterian Church (U.S.A.) Foundation and its subsidiary, New Covenant Trust Company, N.A. This role ensures compliance with accounting standards, regulatory requirements, and internal controls while providing strategic financial insight to senior leadership. The Controller plays a key role in audit support, financial discipline, and strengthening systems and processes to support the organization's mission and long-term sustainability.

MORE INFORMATION

POSTING DATE

03/27/26

SALARY

\$155,000 - \$165,000

DEPARTMENT

Controllers

POSTING NUMBER

HR 26-03-01

Forward resume to Yveshia Klingman at Yveshia.Klingman@presbyterianfoundation.org

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ABOUT US

Since 1799, The Presbyterian Foundation has been dedicated to gathering, stewarding, and distributing funds for mission, deeply rooted in the Reformed values that have guided us for over two centuries. We are committed to strengthening congregations and their related ministries by developing and managing funds on their behalf, fostering communities of generosity among members and constituents. Our services extend to all Presbyterians, offering a variety of giving and investment options to realize philanthropic goals, all while staying true to our faith-driven principles.

Our mission is carried forward by our Senior Staff and Trustees, whose leadership, experience, and faith values embody the dedication to our cause. They are not just stewards of resources but also of the legacy and integrity of The Presbyterian Foundation. As we navigate the future, we remain focused on impacting the world through faith, hope, and generosity, inviting you to join us in this enduring journey of mission and ministry support.

WHY US?

Legacy & Continuity: Since 1799, the Presbyterian Church has upheld a vision of financial stewardship, exemplified by the creation of its oldest endowment in 1821, which continues to support our mission today.

Exceptional Benefits: Enjoy access to a highly affordable health insurance plan, generous vacation time, and a comprehensive benefits package that includes a pension plan.

Positive Work Culture: Experience a workplace that values meaningful work, fosters respect, and maintains a pleasant and supportive environment.

Personal & Professional Growth: Embark on a unique career path within the organization, benefiting from opportunities to broaden your expertise and personal development.

CONTROLLER JOB DESCRIPTION

Position Summary

The Controller is a senior accounting leader who manages accounting operations and ensures accurate, timely financial reporting. This role supports the Presbyterian Church (U.S.A.) Foundation (the Foundation), a nonprofit, as well as its subsidiary, New Covenant Trust Company, N.A. (NCTC), a for-profit limited purpose national trust bank.

The Controller ensures adherence to applicable accounting standards, regulatory requirements, and internal control practices while providing financial insight to senior leadership. This position plays a critical role in maintaining financial discipline, supporting audits, and strengthening systems and processes to support the organization's mission and long-term sustainability.

Why This Role

This is a high-impact leadership opportunity within a mission-driven organization. The role offers exposure to nonprofit, trust, and investment accounting; direct collaboration with senior leadership and boards; and the opportunity to strengthen controls and processes during a period of organizational growth and operational complexity.

Scope & Breadth of Position

The Controller reports directly to the SVP, CFO & COO and provides leadership to a team of three accounting professionals, including an Accounting & Payroll Administrator, an Accounting Analyst, and a Senior Accounting Clerk. The Controller works closely with internal and external stakeholders to ensure accurate reporting and regulatory compliance.

Budget Responsibility

The individual provides budgetary oversight for Foundation and NCTC budgets.

Primary Responsibilities

Financial Reporting and Controls

- Oversee the preparation and review of monthly, quarterly, and annual financial statements.
- Oversee departmental budgets versus spending and prepare monthly reports for senior management.
- Ensure compliance with GAAP and other applicable accounting and regulatory standards.
- Maintains the general ledger and all related accounts with proper documentation and records for all transactions.
- Makes sure that the necessary reconciliations are completed accurately and on time.
- Reviews investment portfolio transactions and records them as journal entries.
- Oversees common trust fund valuation.
- Support financial reporting for board and committee materials.
- Responsible for overseeing loan fund processing which includes reconciliations, applying amounts to the correct loan funds, preparing investment entries, and preparing reports. Regularly interacts with the Presbyterian Investment & Loan Program (PILP).
- Reconciliation of balances between PMA (or successor agency) and the Foundation. Also, balancing of the transaction extract that is provided by the Foundation

Audit & Compliance

- Serve as the primary liaison with external auditors.
- Coordinate annual audits, prepare schedules, and ensure timely resolution of audit findings.
- Oversee tax filings and regulatory reporting requirements across all entities.
- Review and provide oversight of the NCTC quarterly Call Reports.
- Review and provide oversight of the annual charitable gift annuity insurance filings.

Payroll & Operations

- Oversee the biweekly payroll process, ensuring accuracy, compliance, and timely filings through coordination with internal staff and external payroll service providers.
- Ensure proper accounting for compensation, benefits, and related liabilities.
- Monitor compliance with payroll-related tax and reporting obligations.

Systems & Process Improvement

- Oversee accounting systems and workflows to ensure efficiency and data integrity.



- Maintain and continuously improve internal controls, policies, and procedures.
- Standardize and document accounting procedures to ensure consistency and compliance.
- Implement best practices for internal controls to strengthen security and reduce risk.
- Evaluate current accounting software and tools; recommend upgrades or new solutions to enhance efficiency.
- Partner with leadership on system enhancements, automation, and process improvements.

Leadership & Staff Development

- Serves as the main point of contact for daily accounting issues. The individual must collaborate efficiently with department heads, staff, other agencies of the Presbyterian Church (U.S.A.) (PCUSA), etc. to appropriately address operational challenges.
- Responsible for maintaining banking relationships.
- Maintains up-to-date knowledge of advancements, emerging trends, and regulatory changes within the accounting profession.
- Supervise, coach, and develop accounting staff.
- Establish clear expectations, provide feedback, and support professional growth for accounting staff.
- Foster a culture of accountability, accuracy, and continuous improvement for accounting staff.

Experience and Job-Related Requirements

- Bachelor's degree in accounting and a CPA designation is required.
- Minimum of 5 years of progressive accounting experience, including at least 3-5 years in a supervisory or leadership role.
- Strong knowledge of GAAP, internal controls, and financial reporting.
- Demonstrated leadership, communication, and organizational skills.
- Proficiency in Microsoft Office applications.
- Meticulous attention to detail.
- Strong organizational and time-management skills.
- Ability to work collectively and effectively with other employees, agencies of the PCUSA, auditors, vendors, etc.
- Trustworthiness and person of high character.

Physical Requirements

- Ability to communicate orally with management and co-workers, both individually and in a group/team. Regular use of the telephone and email for communication is essential.
- Sitting for extended periods is common. Hearing and vision within normal ranges is essential for normal conversations, to receive ordinary information and to prepare or inspect documents.
- No heavy lifting is expected. Exertion of up to 10 lbs. of force occasionally may be required. Good manual dexterity for the use of common office equipment such as computers, calculator, telephone, and copiers.

Work Environment

- The job is performed indoors in a traditional office setting. Activities include extended periods of sitting and extensive work at a computer monitor and/or calculator.
- Light travel may be required.

“The Presbyterian Foundation is an Equal Opportunity Employer”

The Presbyterian Church (U.S.A.) Foundation, along with its subsidiary New Covenant Trust Company (NCTC), are Equal Opportunity Employers. We provide equal opportunities in all employment positions, regardless of age (as defined in the Age Discrimination in Employment Act), disability, sex, national origin, race, color, creed, religion, sexual orientation, gender identity, gender expression, or veteran status.

