



Financial Controller Plymouth, VT 80% / 32hr per week (flexible schedule with full benefits)

The Opportunity:

The Financial Controller will be a critical operational leader at Farm & Wilderness, a dynamic nonprofit educational organization that operates several summer camps and a small-scale farm and provides services to its affiliated conservation agency, Farm & Wilderness Conservation. This position will report to and work in close partnership with the Director of Finance and Administration (DFA) to create a more effective and integrated finance function. The ideal Controller will bring initiative, energy and sound financial and efficient operational practices required to improve systems, create strategies, and support new revenue generating projects. This is a new role at Farm & Wilderness deemed critical for long-term organizational growth and sustainability.

Compensation: \$65-70K plus a generous benefit package.

Work location: Plymouth, VT, with the opportunity for some remote work October-May.

Job Type: This is a 32hr/week (80% FTE) exempt position.

Organizational Scale: \$5m annual operating budget / 21 year-round FTE's.

Are you a match?

Experience: Preferred candidates will have 5+ years of accounting experience within the nonprofit sector.

- Competitive candidates will possess the full suite of financial management experience: financial reporting, budgeting, contributed revenue and endowment tracking, forecast preparation, and development of internal control policies and procedures.
- Systems and Technology minded with cross platform communication skills.
- Proficiency in generally accepted accounting principles (GAAP) particularly as they pertain to nonprofit organizations.
- CPA not required.

Passion: You love accounting, financial reporting, and analytics because you understand how this information supports organizational performance and sustainability. Our mission—Joyful Play, Purposeful Work, and Rugged Outdoor Living—and our values align with yours.

Skills: Beyond the standard GAAP, attention to detail, and strong interdepartmental and cross-platform collaboration, we are seeking an analytical thinker who prioritizes internal controls and safeguards, carefully

tracking performance of assets, and will enjoy working with both the bookkeeper and DFA to dig deep into the numbers to frame and share compelling analyses of financials and progress to goals.

Professional Agility: The in-season/off-season nature of summer camps requires the Controller to be both adaptable and agile regarding seasonal demands and workflow, someone who enjoys variety in their work and has a collaborative, 'roll up your sleeves' mentality.

Ambition: Given the entrepreneurial and multi-faceted nature of our organization, we view this role as a great opportunity for a finance professional to build a career in senior-level nonprofit finance.

Skills and Aptitudes That Competitive Candidates Will Possess:

- An organized, efficient, collaborative, conscientious, and results-oriented work style.
- Keen awareness of and respect for the values of F&W and its constituents.

Summary of Role:

The Controller will be responsible for overseeing all aspects of the daily financial operations of the company. This individual will be responsible for accurate and timely monthly reconciliations, support preparation and analysis of the organization's financial statements (Farm & Wilderness Foundation, Farm & Wilderness Conservation, and consolidated) and closely track the use of contributed revenue. The Controller will also work with the DFA to prepare budget forecasts, analyze changes in the company's financial position, and forecast future financial needs.

Day-to-Day Duties:

- Oversee and collaborate on the completion of all general ledger (GL) activity, including accounts payable and receivable transactions and journal entries.
- Track additions and draws of contributed revenue.
- Analyze financial data.
- Monitor internal controls.
- Oversee and prepare income statements.
- Assist in the coordination and preparation of the budget and financial forecasts.
- Streamline accounting functions and operations.

Executive Collaboration & Support:

- Collaborate with the DFA to establish more effective processes and controls that ensure the integrity of the F&W ledger.
- Oversee all financial control activities, including the completion, review and analysis of monthly and quarterly numbers and disclosures.
- Provide the leadership team with accurate and comprehensive financial information to guide effective policy making and financial strategizing.
- Work with the DFA to summarize budget trends, analyze deficiencies and report variances to the Executive Director and Board of Trustees.
- Assist preparation of annual capital and operating budgets and calculation of cash flow projections.

Accounting & Audit Prep:

- Proficiency in generally accepted accounting principles (GAAP).
- Coordinate annual financial statement audit and filings with external audit team.
- Maintain internal control and safeguards for receipt of revenue, costs, and program budgets and actual expenditures.

Systems & Technology:

- QBO experience, customized reports, integration with Bill.com and Blackbaud experience a plus.
- Develop, automate, and implement systems, policies, procedures, and internal controls to ensure compliance with accounting standards and improve efficiency.
- Partner with the DFA and Human Resources (HR) Manager to enhance and better integrate finance, HR, and IT functions.

Cash & Investment Management:

- Manage and track the performance of invested assets in keeping with policies and investment guidelines.
- Perform posting of investment activity on monthly/quarterly basis.
- Reconcile investment balances.
- Manage the record bank activity including investment and interest income, deposits, and electronic payments.

Accounts Payable, General Ledger & Payroll:

- Manage payroll processing cycle in close partnership with the HR Manager via the Payroll/Workforce Management system.
- Maintain and manage the monthly accounting cycle, working closely with the Bookkeeper to ensure timely and accurate posting of electronic data exchange, as well as recurring and non-recurring GL entries.
- Reconciliation of all GL schedules.

Benefits:

- Comprehensive healthcare package, life insurance and generous retirement benefit.
- Yearly paid vacation, sick time, and holidays.
- Significantly discounted camp tuition for children of employees.
- Access to discounted seasonal ski pass at Killington.

Organization Overview:

Farm & Wilderness Foundation is a non-profit, educational organization operating eight summer camp programs for children, young adults and families, and a facilities rental business. Set on a beautiful 500-acre campus in the Green Mountains of Vermont, close to Killington and Okemo mountains and Woodstock, VT, F&W programs are rich in adventure, community, and history. Farm & Wilderness Conservation, formerly the Ninevah Foundation, is a registered conservation agency responsible for nearly 5000 acres in Plymouth and nearby communities. Farm & Wilderness Foundation and Farm & Wilderness Conservation are separate non-profit entities overseen by one Executive Director and Board of Trustees.

Farm & Wilderness (F&W/FWC/NF) is an equal opportunity employer. No employee or applicant for employment shall be unlawfully denied an employment opportunity for which the employee or applicant is qualified because of race, color, sex, sexual orientation, gender identity, religion, national origin, age, marital status, veteran status, disability, or other protected category. F&W/FWC/NF is committed to non-discrimination in its employment.

Apply through our online system here: <https://farmandwilderness.hiringplatform.com/list/yearroundopportunities>

We kindly request that you do not call to inquire about the status of your application. Those candidates chosen for interviews will be contacted.