



Controller Search

Who are we?

UALC is an evangelical, Spirit-led, Lutheran church in the northwest suburbs of Columbus, Ohio. We worship in two locations with a combined weekly attendance of 1200. We are part of Lutheran Congregations in Mission for Christ (LCMC) and the North American Lutheran Church (NALC).

We believe that we are called to be an Oasis of God's Kingdom for a dry and thirsty world, and we know that living water is meant to be shared. We envision a future so well-watered by the love and truth and Spirit of Christ that our way of life together will be transformed and even people outside the church will say "See how they love one another" just like Jesus said they would.

Life with Jesus brings hope and healing to broken people. Outside of Christ we are drawn to mirages that make empty promises of life but leave us stuffing our mouths with sand.

This vision leads us to four deeply held commitments about life together at God's Oasis:

- Everything that we do starts with the action of God. We are a Gospel people, trusting in the work of Jesus. What we offer comes from what Jesus has done and is doing.
- There is a distinct community at the oasis, a family sharing life together in the way of Jesus by the power of the Spirit.
- An oasis is not a fortress. It doesn't have walls. We invite people in and carry Living Water out.
- There is an enemy; there is a desert; there are "mirages." We are in a battle, but we know God wins.

Controller Position Summary

The Controller is responsible for financial reporting; internal controls; working with the Finance and Audit Committees; and provides timely and high-quality customer service to donors. The position reports to the Business Administrator, supervises the Accountant, and works closely with other internal and external ministry leaders.

Essential Job Functions

1. Financial management, planning and analysis
 - a. Provides assistance as needed to Business Administrator on budgets, planning and analysis.
 - b. Serves as back-up to Accountant on Accounts Payable processing and check writing.
2. General Accounting, Financial reporting and Treasury management
 - a. Oversees general accounting function and perform monthly accounting "closing" process to assure that work is timely, complete and accurate.
 - b. Prepare timely and accurate financial reports to meet the needs of the stakeholders.
 - c. Prepare documentation for external audit and provide support as needed.
 - d. Manage offering counting team.
3. Internal controls
 - a. Assess internal controls to identify and remedy any weaknesses.
 - b. Research new regulatory requirements and types of transactions to assure accurate and compliant reporting.
 - c. Work with Finance and Audit Committees to support their requirements.
4. Customer service - Engage with donors and other constituencies to provide meaningful information and to assure high quality service and satisfaction.



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5. Administration
 - a. Risk Management – assists Business Administrator with risk management responsibilities.
 - b. Compliance – assure compliance with all regulatory and reporting requirements.
 - c. External Audit – manage the church’s relationship with the audit firm and manage the annual audit process.
 6. Human Resources
 - a. Works closely with HRIS and serves as a resource to ministry staff.
 - b. Manage payroll processes performed by Accountant.

Qualifications - Education, Skills, Experience and Personal Attributes

B.S. in Accounting or Finance

5 years + relevant practical experience in performing the Essential Job Functions.

Relevant advanced certification (e.g., CPA) and /or MBA highly desired.

Personal attributes include attention to detail, analytical skills to identify issues and solutions, creative focus on constant improvement, and excellent communication skills.

Work Week and Hours

An average of 40 hours weekly

Position Details

Full-Time, Exempt

Working Conditions & Environment

The position works in a church environment where the employee is regularly required to speak, see, hear, sit, stand, type, walk and bend while moving about the facility. The noise level in the facility is quiet.