



Director of Internal Auditing Position Announcement

Eastern Illinois University invites applications for the position of Director of Internal Auditing. The Director reports directly to the University President, and functionally to the Board of Trustees Finance and Audit Committee. The Director is responsible for providing objective assurance and advisory services to improve the University's processes and internal controls. This position will be responsible for the continuous identification and evaluation of risks and the development of audit plans to help meet University objectives. The Director works with leadership across campus to identify key internal controls and best practices to achieve effective and efficient processes.

Duties and Responsibilities:

- Assures compliance with professional standards for the practice of internal auditing.
- Plans and performs operational, financial, and compliance engagements across University departments, programs, operations and processes.
- Reviews the design of major new electronic data processing systems and major modifications of those systems.
- Utilizes research, analytics and other methods to gather data and to perform various activities, including reviewing and evaluating complex internal controls, the safeguarding of assets, and the economy and efficiency of the use of resources.
- Monitors engagement outcomes and conducts follow-up activities.
- Collaborates with University leadership and other areas throughout the University to develop a risk-based audit plan.
- Maintains partnerships with other management personnel and assists by providing analysis, appraisals, recommendations and other information concerning the activities reviewed.
- Understands, interprets, explains and applies University, state and federal policies and regulations to areas of audit inquiries.
- Responsible for overall direction, daily operations and project management of internal audit.
- Maintains the Internal Auditing's website.
- Performing other duties as assigned by the President and Audit Committee.

Qualifications:

- BA/BS in accounting, business, or other appropriate field required **AND**
 - a Certified Internal Auditor (CIA) by examination or a Certified Public Accountant (CPA) and who has at least four (4) years of progressively responsible professional auditing experience **OR**
 - has at least five (5) years of progressively responsible professional auditing experience.
- Thorough understanding of risks and controls in business processes including information technology and demonstrated ability to direct and/or conduct financial and operational audits.
- Strong analytical, problem solving, and interpersonal skills.
- Demonstrated skills using technology and various software applications.
- Excellent writing and communication skills.
- Adheres to the highest degree of professional and ethical standards.
- Experience in a higher education environment is preferred.
- Demonstrated commitment to diversity and experience promoting inclusive excellence

Application:

Review of application materials begins on July 17, 2023, and will continue until the position is filled. Applications should include a letter describing the candidate's interest in and qualifications for the position, a resume, and the names addresses (including email), and telephone numbers for at least three professional references.

All applications must be submitted through Interfolio at <http://apply.interfolio.com/126863>.

For questions regarding this search, please contact Jonathan McKenzie, Screening Committee Chair at jrmckenzie@eiu.edu.

Diversity and Inclusion: Eastern Illinois University is committed to fostering a learning community where all members feel welcomed and valued. The university provides equality of opportunity in all areas of campus life and we strive to recognize and appreciate the unique value of our students, faculty, and staff. Every member of campus has the right to learn and work in an environment free of discrimination and harassment, and beyond that, our goal is for all members of our community to develop a strong sense of belonging to Eastern Illinois University.

The University and Community: Eastern Illinois University takes pride in creating a warm, welcome environment for all faculty, staff and students. Established in 1895, EIU boasts a rich, tradition of preparing students for their personal and professional goals. A traditional regional residential institution, EIU offers a superior education at a relatively low cost while consistently earning high rankings and distinctions for its affordability, academic program quality, career placement rates, campus safety, online degree options, student support, and sustainability initiatives. EIU focuses on individualized attention and superior student relationships, and has earned recognition as the highest-ranking independent public regional university in Illinois and a place among the Midwest's top public regional universities according to *U.S. News and World Report*. Eastern offers faculty a wide range of research and public service activities. EIU hosts more than 175 student organizations on campus, and offers a variety of cultural events, NCAA Division I athletics, and active research opportunities for its students to enjoy and to thrive. EIU has become recognized for providing the resources of a large institution while creating the kinds of individual relationships that support student and alumni success.

The University is located in East Central Illinois, combines the benefits of a community of 20,000 with access to several large cities, including Chicago, St. Louis, and Indianapolis.

Eastern Illinois University is an Affirmative Action/Equal Opportunity Employer—minority/female/disability/veteran—committed to achieving a diverse community.