



## Controller

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*The Parklands of Floyds Fork is a world-class park system that includes four major parks (Beckley Creek, Pope Lick, Turkey Run, and Broad Run Parks) linked by a scenic park drive and a first-rate urban trail system tracing Floyds Fork, a classic Kentucky stream. The Parklands aims to provide safe, clean, fun, & beautiful park experiences 365 days a year, with no entry fee. The Parklands does not receive any tax dollars for annual operations and is instead funded by the generosity of park lovers and community partners. 21st Century Parks, Inc. is a 501(c)3 nonprofit responsible for the operations and maintenance of The Parklands of Floyds Fork.*

*For more information about The Parklands, please visit [theparklands.org](http://theparklands.org).*

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### Position Description:

The Controller will oversee all the financial activities of our multi-department nonprofit organization. The ideal candidate will have extensive accounting experience including three (3) or more years as a controller and possess strong interpersonal & analytical skills.

### Key Responsibilities:

- Maintain and oversee the accounting function and supporting information systems of The Parklands of Floyds Fork with an emphasis on budgeting, internal/external reporting, and resource management and oversight.
- Ensure compliance with local, state, and federal financial reporting requirements.
- Prepare monthly financial statements, operating budget vs. actual analysis, construction/project budgets and other financial reports.
- Develop and maintain systems of internal controls to safeguard The Parklands' assets and ensure accurate & timely financial reporting.
- Oversee the coordination and activities of independent auditors and the preparation of the organization's annual financial statements in accordance with U.S. GAAP and federal, state, and other financial reporting requirements.
- Oversee the preparation and filing of Form 990.
- Personnel administration to include maintaining employee records and coordination of onboarding employees.
- Oversee all purchasing and payroll activity.
- Oversee business insurance plans.
- Oversee health insurance and other employee benefit programs including the 401(k) Plan.
- Oversee accounting staff.
- Other assignments as determined by Senior Leadership of The Parklands.

### Required Knowledge, Skills and Abilities:

- Thorough knowledge of Accounting Principles and Procedures
- Attention to Detail, Solution Oriented Problem Solver
- Experience with technology, spreadsheets, and accounting systems (NetSuite preferred)
- Organized, Detailed, and Results Driven
- Strong Communication & Interpersonal Skills
- Able to communicate with integrity and clarity

### Required Experience:

- Bachelor's degree in accounting, CPA preferred
- Extensive accounting experience with 3+ years as a controller
- Management/Leadership Experience

### Additional Requirements:

- Must pass a background check

### Benefits:

This is an exciting position working for a non-profit organization whose mission focuses on the betterment of the environment and our community. Our world-class park system is one of the jewels of the city and you will be working in a professional environment with people who are passionate about what they do.

The Parklands of Floyds Fork offers a competitive compensation and benefits package that includes a matching 401k plan, health, dental, life, vision, as well as many other benefits.

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### TO APPLY:

Send your resume, cover letter including expected salary, and three references via e-mail to [careers@theparklands.org](mailto:careers@theparklands.org) with "Controller" in the subject line. Please no phone calls. Applications will be accepted until positions are filled.