NOW HIRING

Director of Internal Audit

Virginia Tech
About Virginia Tech

Virginia Tech is a public land-grant university, committed to teaching and learning, research, and outreach to the Commonwealth of Virginia, the nation, and the world. Building on its motto of *Ut Prosim* (that I may serve), Virginia Tech is dedicated to InclusiveVT—serving in the spirit of community, diversity, and excellence. We seek candidates who adopt and practice the Principles of Community, which are fundamental to our on-going efforts to increase access and inclusion, and to create a community that nurtures learning and growth for all of its members. Virginia Tech actively seeks a broad spectrum of candidates to join our community in preparing leaders for the world.

Founded as a land-grant institution in 1872, Virginia Tech is Virginia’s most comprehensive university and its leading research institution as well as one of only six senior military colleges in the nation. With 1,520 full-time instructional faculty, Virginia Tech offers 280 undergraduate and graduate degree programs to more than 34,000 students on the main campus, and manages an annual research portfolio of over $530 million. Its consolidated operating budget for 2018-19 is $1.5 billion. Major initiatives, like the new Virginia Tech Innovation Campus in Alexandria, the Tech-Talent Pipeline growth in Blacksburg, the Health Sciences and Technology campus growth in Roanoke, and the Commonwealth Cyber Initiative throughout the state promise to accelerate overall growth for Virginia Tech.

About Blacksburg

Blacksburg, some 12,000 acres nestled in a plateau between the Blue Ridge and Alleghany mountains, is special. Home to about 42,600 local residents, the town is considered small, but don’t let its size or location fool you. Because of its award-winning services, reasonable cost of living, safety, moderate climate, and abundant leisure activities, Blacksburg is consistently ranked among the country’s best places to live and has earned a reputation nationwide as a well-managed, stable, and forward-looking community.
About the Office of Audit, Risk and Compliance

The Office of Audit, Risk, and Compliance (OARC) performs independent internal audits, plans and oversees the university risk management process, and oversees the institutional compliance program. OARC’s mission is to enhance and protect organizational value by providing risk-based and objective assurance, advice, and insight as follows:

1. **Audit:**
   
   Provide independent, objective assurance and advisory activity designed to add value and improve university operations. It helps the university accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

2. **Risk Management:**
   
   Provide oversight of the enterprise risk management (ERM) program by creating and maintaining the framework to effectively identify, assess, and manage risk.

3. **Compliance:**
   
   Provide oversight of the institutional compliance program and the distributed processes that support compliance across the university.
**THE OPPORTUNITY**

Virginia Tech seeks a dynamic and results-oriented Director of Internal Audit to lead a strong team of audit professionals. Reporting to the Executive Director and working closely with university leadership and the Board of Visitors, the Director has a critical role of developing a comprehensive audit program that focuses on how the university manages risks in order for the institution to achieve its strategic goals, operational objectives, and regulatory compliance.

The Director is responsible for completion of the annual audit plan which includes annual risk assessments in information technology, fraud, and university entities. The Director provides management of staff and direction in planning all risk-based, university policy compliance, and information technology audits; as well as special projects and data analysis initiatives. The Director cultivates proactive, cooperative relationships across the university. University leadership’s reliance on this critical position demands outstanding communication and project management skills; strong analytical and problem-solving abilities; and an unwavering personal commitment to maintaining the highest ethical standards. The Director will:

- Provide strategic and tactical leadership to the audit team.
- Plan, organize, direct, and/or conduct audits to ensure completion of the annual audit plan.
- Ensure effective project management to meet audit completion deadlines.
- Ensure the Executive Director is informed of detailed progress of audits, major findings, and problems encountered.
- Provide professional audit reports supported by competent evidential data, partner with clients to develop recommendations to improve controls and systems, conduct entrance and exit conferences.
- Develop and maintain thorough knowledge of university systems and data analysis techniques as routine audit tools.
- Conduct consulting projects and provide advisory services at the request of management.
- Provide quality assurance of the audit work performed by the internal audit staff to ensure compliance with departmental and professional standards.
- Engage with the Executive Director in continual risk assessment and in the development of annual audit plans and presentations to university audiences.
- Prepare and present quarterly audit information for the Compliance, Audit, and Risk Committee of the Board of Visitors.
- Demonstrate creativity, foresight, and superior judgment in management of audit projects and consulting/advisory services.
REQUIRED QUALIFICATIONS:

- Master’s degree in accounting, finance, or allied field, or Bachelor's degree and significant related experience.
- CPA, CIA, CISA, and/or relevant professional certification (candidates without a certification must be committed to complete all requirements of at least one certification within 12 months of hire).
- Relevant experience in internal audit, public accounting, or higher education with progressive levels of responsibility, such as building teams, training, mentoring, or supervising audit professionals and/or activities.
- Thorough understanding of risks and controls and the demonstrated ability to direct and/or conduct financial; operational; compliance; fraud, waste, and abuse; and information systems reviews.
- Knowledge of Generally Accepted Accounting Principles (GAAP), Generally Accepted Auditing Standards (GAAS), and Standards for the Professional Practice of Internal Auditing and the Code of Ethics developed by the Institute of Internal Auditors (IIA).

PREFERRED QUALIFICATIONS:

- Experience in a higher education, not-for-profit, or decentralized organization.
- In-depth understanding of key applicable federal, state, and local legislation.
- Experience working with ERP systems and data analysis tools.
- Advanced knowledge of tools and techniques needed to review and assess controls in information systems and their environments.
- Experience working effectively with diverse populations.
- Demonstrated commitment to the profession in the form of involvement in professional organizations or other service work.

CONDITIONS OF EMPLOYMENT:

- Successful completion of a criminal background check
- Required to submit a Statement of Economic Interest

APPLICATIONS

To express interest in this opportunity, please prepare and upload a cover letter stating your interest in the position, along with a CV and three references, to https://listings.jobs.vt.edu and search posting number AP0190153. If nominating an individual for this opportunity, please include the nominee's contact information and send electronically to Sandee Cheynet, Divisional Human Resources Director, at mschéy@vt.edu. The position will be carried out with full confidentiality; candidates will be notified before references are contacted.
Virginia Tech does not discriminate against employees, students, or applicants on the basis of age, color, disability, sex (including pregnancy), gender, gender identity, gender expression, genetic information, national origin, political affiliation, race, religion, sexual orientation, or veteran status, or otherwise discriminate against employees or applicants who inquire about, discuss, or disclose their compensation or the compensation of other employees or applicants, or on any other basis protected by law.