



**FOUNDATION**  
**COLORADO STATE UNIVERSITY**

## **Controller**

### **Position Summary**

The Controller oversees all accounting operations for the Colorado State University Foundation, ensuring financial integrity, regulatory compliance, and transparent reporting. Through disciplined oversight and thoughtful stewardship, the Controller helps sustain donor trust and reinforces the Foundation's role as a cornerstone partner to the university.

At the CSU Foundation, we believe in delivering excellence while fostering a positive and fulfilling work environment. Our team is committed to achieving our goals while enjoying the journey alongside great colleagues. If you have the requisite experience and skills, value the critical roles donor generosity and higher education play in the lives of students and in the world and are excited to develop a career as a foundation controller, we want to hear from you.

This is a hybrid position based in Fort Collins, Colorado. The CSU Foundation offers a competitive benefits package and a dynamic, mission-serving environment with "people" as a core value.

### **Position Information**

- **Position Title:** Controller
- **Organization Name:** Colorado State University Foundation
- **Reports To:** Executive Director, Finance and Accounting
- **Employment Type:** Full-time
- **FLSA Status:** Exempt
- **Location:** Fort Collins
- **Salary Range:** \$150,000 - \$170,000 annually
- **Priority Consideration Date:** June 5, 2026

### **Organizational Overview**

Located in the beautiful town of Fort Collins, Colorado State University is a premier land-grant university with world-class programs in education, outreach, and research. CSU has a student body of over 34,000 students, 7,400 employees, 258,000 living alumni, and annual research expenditures exceeding \$498 million.

Since 1970, the Foundation has supported Colorado State University by receiving, managing, and investing donor funds to benefit CSU and its students, faculty, researchers, educational programs, and more. Thanks to the generosity of our donors, CSU continues to be an accessible, world-class university.

The Colorado State University Foundation is in the midst of exciting growth as the University Advancement division of CSU transitions to the Foundation. This merger will allow us to more effectively serve our donors, alumni, and stakeholders with a unified structure, strengthen accountability, and build the capacity to scale our fundraising enterprise. With one of the leading development teams in the country, we most recently achieved our highest fundraising year to date in 2025.

### **Essential Duties and Responsibilities**

- Maintain a comprehensive, efficient and effective fund accounting system and chart of accounts
- Ensure completeness, consistency, timeliness, and accuracy of all accounting data and reports
- Supervise and train accounting team in solving problems, executing best practices, developing skills, achieving goals, and fostering a positive team culture
- Organize workflow of all accounting tasks to meet reporting deadlines
- Oversee financial statement preparation, audit, and tax return and charitable registration filings
- Envision and implement improvements to accounting operations
- Collaborate with internal departments and campus partners to ensure compliance with internal controls, policies, procedures, accounting standards, and tax laws
- Remain informed of changes in accounting standards and tax law affecting non-profit entities, implement changes, and research accounting and tax issues as needed
- Interact professionally with a diverse audience of individuals and groups in various settings
- Maintain regular and predictable attendance to meet position needs

### **Required Qualifications**

- Bachelor's degree in accounting
- Ten years of accounting or auditing experience
- Three years of supervisory experience
- Proficient with accounting information systems and Microsoft Office Suite programs
- Demonstrated aptitude for problem-solving, analysis, attention to detail and communication

### **Preferred Qualifications**

- Master's degree in accounting
- Certified Public Accountant
- Experience with fund accounting, working in a non-profit or higher education setting
- Strong aptitude for interpersonal relationships
- Experience using Financial Edge NXT, Power BI, Asana, and Salesforce
- Advanced Microsoft Office Suite program skills

**To apply, please submit a resume and cover letter indicating your qualifications for this role to: [CSUF\\_hiring@mail.colostate.edu](mailto:CSUF_hiring@mail.colostate.edu)**

We are committed to supporting the holistic health and well-being of our employees. Our comprehensive benefits package includes medical, dental, vision and retirement plans; generous paid time off; and a robust Employee Assistance Program.

CSU Foundation is an Equal Opportunity Employer. Consistent with the Americans with Disabilities Act (ADA) it is our policy to provide reasonable accommodation when requested by a qualified applicant or employee with a disability unless such accommodation would cause undue hardship. CSU Foundation employment is contingent on the successful completion of a background check.