

Workforce Role Description

Corporation of the President (COP)
Corporation of the Presiding Bishop (CPB)

General Workforce Requirements:

- Temple worthiness
- Regular attendance in a timely manner at the assigned location.

Please Note: The specific statements shown in each section of this Workforce Role Description are not intended to be all-inclusive. They represent typical elements and criteria considered necessary to successfully perform the job.

Job Title	Job Code	Grade Level	Approval Date
Advisor On Management Controls	CSM		

Purposes

This Church-Service Missionary (CSM) assignment in the The Controller's Office of the Finance & Records Department.

The Controller's Office provides support for Church management worldwide to: (a) improve processes and systems, (b) ensure that financial and other risks to the Church are appropriately addressed, and (c) that needed internal controls are in place and adequately operating.

Responsibilities

The Advisors on Management Controls (AMC) will work as assigned by the Church Controller to work with the Controllers and Management Control Auditors (MCA's) in the Church's domestic departments and entities, primarily those base in Salt Lake City. CSM will provide input and advice to Controllers as indicated on items related to process and systems improvement and redesign as listed above.

CSM calling will be for 24 to 40 hours per week, for a period of 12, 18 or 24 months.

Qualifications

Prior business/process improvement or internal control experience is required.

CPA, MBA or other advanced certification is preferred, but not required.

Ability to work with Church management at different levels and provide value added service to different Church organizations.