PENSION FUND OF THE CHRISTIAN CHURCH
JOB OPPORTUNITY:
Internal Auditor for Information Technology

Join our Team to Ensure the Growth of $3.2 Billion in Assets
and Serve our 13,000+ Members who Serve Others

Pension Fund of the Christian Church is seeking an entrepreneurial and mission-minded team member to join our team in a newly created position as Internal Auditor for Information Technology (IAIT). The position is based in our downtown Indianapolis office.

For the right candidate, this position will create the opportunity to work in a personally fulfilling environment while being part of a purpose-driven organization that works to secure the financial futures of our 13,000+ members.

BACKGROUND

Pension Fund currently has assets in excess of $3.2 Billion. In service to our members, Pension Fund partners with employers to:

- Offer financially secure retirement savings options and education for pastors and lay employees of the Stone-Campbell movement, including financial support of surviving family members and provisions for those who become disabled;
- Invest and prudently manage the resources of our members - maximizing returns, minimizing costs and assuming the burden of market risk;
- Engage members with compassionate care and personalized attention;
- Steward the assets and programs of Ministerial Relief and Assistance; and
- Utilize current and compliant processes.

Our products include a defined benefit pension with death and disability benefits; a 403b Tax-Deferred Retirement Account (TDRA); Roth IRA; Traditional IRA; Benefit Accumulation Account (BAA) (similar to a money market account); and Medicare Supplemental plans. We are one of more than 70 IRS approved non-bank trustees in the US.

Pension Fund members are part of the Stone-Campbell movement, including but not limited to the Christian Church (Disciples of Christ), Christian Churches and Church of Christ, Church of Christ / Disciples of Christ International, and Churches of Christ (acapella) in the United States. We operate a Retirement Contribution Account (RCA) plan in Canada and a Pension Plan in Puerto Rico.

APPROACH

Every day when they wake up, our ideal candidate will be inspired to be part of a customer-focused, entrepreneurial, and results-driven team. They will find inspiration in the hard work our organization does to ensure financially secure retirement plans for our
members in congregations, the international mission field, institutions of higher education, benevolent care facilities, and other expressions of the movement.

Primarily, this individual will focus on our general computing control environment, testing, and providing value-added insight in our Assistant Vice President for Internal Audit, Senior Leadership, and the Board of Directors.

OBJECTIVES

Reporting to the Assistant Vice President for Internal Audit, the IAIT will:

- Provide business and IT management with guidance on risk management matters, particularly in application and infrastructure security;
- Develop and maintain the IT Risk Assessment at the Group Level;
- Develop and implement the IT Internal Audit focus;
- Identify areas where IT business units should consider additional investment;
- Conduct audits in performance of IT audits and system reviews, applications, and IT processes;
- Prepare and report testing results including, but not limited to:
  - Pre and post-implementation systems enhancements;
  - Security vulnerabilities including mitigation steps and coordinating with business units the scope of the review.
- Evaluate and test general computing controls and provide value added feedback related to our information and technology environment;
- Perform various review of IT management policies and procedures including but not limited to:
  - Change management;
  - Business continuity planning / disaster recovery;
  - Information security
- Analyze data to improve audit efficiency and effectiveness;
- Be a source for analytics that IT business units adopt to provide business insights for continuous auditing; and
- Assist with the IT portion of the operational and financial audits by the External Auditors.

QUALIFICATIONS

The successful candidate will:

- Hold a bachelor’s degree in Accounting, Computer Science / Information Technology, Finance, or Informatics;
- Be eligible to sit for or hold a recognized accounting / auditing / information system certification (e.g. CPA, CISA, CIA, or CISSP);
- Articulate relevant field experience either in an internship or post-baccalaureate employment;
- Demonstrate an understanding of and ability to perform various reviews of IT management policies and procedures;
- Communicate the ability to develop, build, and implement tools to analyze data,
improve audit efficiency and effectiveness, and be a source for analytics that business units adopt for insights and continuous auditing;
• Possess clear professional strengths to support the work of others;
• Be outstanding at interpersonal and written/verbal communication skills; and
• Serve as a team player who excels working in small, cohesive groups.

The successful candidate will be to blend exceptional attention to detail while retaining strategic direction in a rapidly evolving, entrepreneurial business culture. Pension Fund is open to a May 2020 college graduate with preference for candidates with 1-5 years of field experience.

Approximately 5-10% travel is required for training and meetings.

**SALARY & BENEFITS**

Pension Fund of the Christian Church offers a highly competitive base salary along with the following benefits:
• 14% of base salary to our pension plan;
• Full family coverage on medical, dental, and vision insurance as appropriate;
• Two times annual base salary up to $500,000 in our group term life policy;
• Full vacation benefits;
• An employer match tax deferred retirement account;
• Educational assistance up to the maximum allowed by the IRS as nontaxable income.

Interested and qualified candidates should submit a resume and cover letter to Nicole Porter, Director of Human Resources npporter@pensionfund.org. Candidates will be reviewed on a rolling basis and applications will remain open until the position is filled.

_Pension Fund does not discriminate in employment opportunities or practices on basis of race, color, religion, sex, national origin, handicap, age, sexual orientation, status as a parent, or any other characteristic protected by law._