

Job Opportunity
Synod Administration Building
Milwaukee

Director – Treasury & Risk Management

Description:

Reporting to the Synod's Chief Financial Officer, the position provides direction and is responsible for all aspects of the synod's treasury management, debt management, lines of credit, compliance and the synod's risk management program. Responsibilities include policy and procedure development and compliance; maximization of investment and interest income within policy limits; management of banking services and costs; risk assessment; risk avoidance/minimization strategies; and securing insurance coverage(s) as appropriate. Acts as liaison between the synod banks and its insurance providers. The duties and responsibilities are synodical in scope.

Responsibilities:

Treasury:

- Direct, define and monitor worldwide cash management strategies so as to provide strong internal controls and adequate liquidity for related activities and manage daily treasury functions.
- Monitor and manage all activities related to the compliance of debt covenants and non-debt requirements. . (FBAR, FTC Red Flag rule, etc.)
- Manage the synod's long-and short-term debt and monitor the markets for opportunities to minimize interest rate risk. Determine and recommend a mixture of fixed rate versus floating rate debt to the CFO.
- Develop investment strategies, policies and procedures to meet synod objectives and ensure adherence to policies. Direct the establishment, maintenance and utilization of a treasury/cash management system to achieve maximum utilization of cash with adequate controls, supportive data and procedures for the receipt, safekeeping and disbursement of synod funds and securities.
- Cultivates and maintains relationships with key commercial banks, investment bankers, other outside financial institutions to obtain the best products, services, information and prices.
- Manages and administers the synod's corporate credit card program, internet on-line 'estore' for donations and conference registrations, etc.

Risk Management:

- Responsible for the Synod's risk management program/process, including identification of exposures, recommending and implementing appropriate mitigation solutions of those risks so as to assist in minimizing the cost of risk and maintaining appropriate balance between risk retention and risk transfer.
- Responsible for the analysis of risk, selection of limits and retention, negotiation of terms and conditions and payment and allocation of premiums to the respective business units of the synod.
- Lead, direct and control relationships with insurance providers ensuring consistency of service, negotiate insurance placements and ensure proper contract administration relating to Workers Compensation, General Liability and Property Insurance, Employment Practice Liability, Fiduciary, Directors and Officers Liability, Crime and Professional Liability Policies in the development of a comprehensive worldwide risk management program.
- Manage the day-to-day risk management and insurance functions to ensure that synod policies are followed and amended as operations change. Makes recommendations and keeps abreast of industry/market trends impacting synod's cost of risk.
- Reviews contracts involving indemnity or insurance provisions to ensure protection of synod assets and that insured coverage is in effect where exposures are assumed.
- Develops and maintains a proactive collaborative working relationship with synod personnel and business unit management and staff to facilitate effective dialog to ensure that their business-risk management needs are met in a cost effective manner.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Bachelor's degree (B. A./B.S.) from four-year college or university; or seven to ten years related experience and/or training; or equivalent combination of education and experience.
- Certified Treasury Professional (CTP) and Certified Public Accountant (CPA) are desirable.
- Preference given to members of the WELS/ELS
- Demonstrated proactive leadership and initiative in developing and implementing appropriate program goals
- Excellent organizational, management, interpersonal and technological skills

Apply via e-mail (with salary requirements) to dave.ohm@wels.net or fax to (414) 256-3899.
We will be accepting applications from January 26 to February 19, 2012.