We're Hiring

SENIOR ACCOUNTING CONTROLLER

Wolf River Development Company

Second: Open to the public.
Closing Date: September 11, 2026
Minimum Pay Rate: $38.00
Status: Regular Full-Time Exempt

General Overview of Job

The Senior Accounting Controller supports the Chief Financial Officer (CFO) by overseeing the daily accounting operations and ensuring the accuracy, integrity, and timely completion of financial records, reporting, and compliance activities for Wolf River Development Company (WRDC), Cannabis, MIEDA, and other assigned entities. This position serves as the Finance Department lead in the CFO's absence, providing operational oversight, technical accounting expertise, and guidance to Finance Department staff. The Senior Accounting Controller ensures compliance with Generally Accepted Accounting Principles (GAAP), organizational policies, grant requirements, and applicable federal, state, tribal, and local laws and regulations while maintaining strong internal controls, promoting financial accuracy, and driving continuous process improvement. The position exercises independent judgment in managing day-to-day accounting operations and escalates significant financial, operational, or strategic matters to the Chief Financial Officer as appropriate.

Essential Functions

- Provide backup support for all accounting functions, including accounts payable, accounts receivable, payroll, and bank reconciliations.
- Maintain accurate accounting records for assigned entities, including WRDC, Cannabis, MIEDA, and other assigned organizations.
- Prepare, review, and analyze monthly, quarterly, and annual financial statements.
- Review and approve journal entries, account reconciliations, financial statements, and supporting schedules, for accuracy before CFO review.
- Coordinate and oversee the month-end and year-end closing processes.
- Review and certify monthly balance sheet reconciliations for all assigned entities.
- Maintain a documented system of accounting policies, procedures, and internal controls to safeguard organizational assets and minimize financial risk.
- Ensure financial reporting complies with GAAP and organizational standards.
- Assist in preparing annual operating budgets and financial forecasts.
- Monitor budget performance and prepare variance analyses for management.
- Develop financial benchmarks and performance measures to support organizational decision-making.
- Assist the CFO with financial planning, strategic initiatives, and special projects.
- Assist in annual financial audits and prepare audit schedules and supporting documentation.
- Ensure assigned accounting records remain audit-ready throughout the year.
- Maintain compliance with GAAP, grant requirements, internal controls, and applicable tribal, federal, state, and local regulations.
- Assist with required financial reports and regulatory filings as applicable.
- Recommend and implement improvements that strengthen internal controls, efficiency, and financial reporting accuracy.
- Assist the Chief Financial Officer with the daily operations of the Finance Department.

Full-Time Benefits:

- Paid Time Off (PTO)
- 401(k) Retirement Plan
- Health, Rx, Vision & Dental
- Flex Spending Account (FSA)
- Basic Life Insurance
- Short Term Disability
- Long Term Disability
- Career Growth Opportunities
- Excellent Work Atmosphere

Apply:

Applications can be submitted through the online application portal or by emailing HR@wolfriverdev.com to request a paper application.

www.wolfriverdevelopment.com

W2828 Go Around Road, Keshena WI
Administration Offices - Third Floor

EST. 1998
WOLF RIVER
DEVELOPMENT COMPANY

Mission: *To create a thriving economic force with unlimited potential.*

Vision: *Wolf River Development Company cultivates economic success for all generations of the Menominee Nation.*

Values: *Innovation with Purpose, Community Connected, Leading with Integrity and Intentional Growth.*

We're Hiring

SENIOR ACCOUNTING CONTROLLER

Wolf River Development Company

Second Posting: Open to the public.
Closing Date: September 11, 2026
Minimum Pay Rate: $38.00
Status: Regular Full-Time Exempt

Continued Essential Functions

- Serve as acting department lead during the absence of the Chief Financial Officer.
- Provide leadership, technical guidance, mentoring, and support to Finance Department staff.
- Review staff work products, assign workloads, monitor deadlines, and ensure consistent accounting practices across the Finance Department.
- Assist with staff training, identify training needs, and promote professional development.
- Collaborate with department managers regarding financial information and reporting needs.
- Participate in organizational committees, meetings, and projects as assigned.
- Perform other duties as assigned by the Chief Financial Officer or Chief Executive Officer.

Minimum Qualifications

Preferred qualifications include a Master's degree in Accounting, Finance, Business Administration, or a related field, designation as a Certified Public Accountant (CPA) or Certified Management Accountant (CMA), and one (1) or more years of supervisory or lead accounting experience. Required qualifications include a Bachelor's degree in Accounting, Finance, Business Administration, or a closely related field with three (3) to five (5) years of progressively responsible accounting experience and three (3) years of supervisory experience, or an Associate's degree in a related field with seven (7) to ten (10) years of progressively responsible accounting experience and at least five (5) years supervisory experience.

Special Requirements Other Skills, Knowledge, Abilities

- Thorough knowledge of Generally Accepted Accounting Principles (GAAP), financial reporting, budgeting, forecasting, and internal controls.
- Strong analytical, problem-solving, and decision-making skills with the ability to interpret complex financial data.
- Excellent leadership, supervisory, organizational, and time-management skills with the ability to manage multiple priorities and deadlines.
- Excellent written, verbal, and interpersonal communication skills.
- High level of accuracy, attention to detail, professional judgment, and ability to maintain strict confidentiality of financial and organizational information.
- Proficiency with Microsoft Office Suite, particularly Excel, and accounting, payroll, and financial management software.
- Ability to recommend and implement process improvements that enhance efficiency, accuracy, and internal controls.
- Ability to work extended hours during month-end, year-end, audit periods, and other critical financial deadlines, with occasional travel for meetings, training, or professional development.
- Must be able to perform the essential functions of the position with or without reasonable accommodation.

Full-Time Benefits:

- Paid Time Off (PTO)
- 401(k) Retirement Plan
- Health, Rx, Vision & Dental
- Flex Spending Account (FSA)
- Basic Life Insurance
- Short Term Disability
- Long Term Disability
- Career Growth Opportunities
- Excellent Work Atmosphere

Apply:

Applications can be submitted through the online application portal or by emailing HR@wolfriverdev.com to request a paper application.

www.wolfriverdevelopment.com

W2828 Go Around Road, Keshena WI
Administration Offices - Third Floor

EST. 1998
WOLF RIVER
DEVELOPMENT COMPANY

Mission: *To create a thriving economic force with unlimited potential.*

Vision: *Wolf River Development Company cultivates economic success for all generations of the Menominee Nation.*

Values: *Innovation with Purpose, Community Connected, Leading with Integrity and Intentional Growth.*