



ARTSPACE PROJECTS, INC.
FINANCIAL CONTROLLER
JOB DESCRIPTION

Artspace Projects, Inc.

Founded in 1979 and based in Minneapolis, Minnesota, Artspace is the nation’s leading nonprofit real estate developer for the arts. Our mission is to create, foster, and preserve affordable space for artists and arts organizations.

JOB TITLE	Financial Controller
POSITION TYPE	Full-Time (with benefits)
JOB DESCRIPTION	

Job duties include but not limited to:

- **Providing financial guidance and advice to colleagues in all departments**
- **Analyze complicated financial transactions and provide the appropriate accounting adjustments**
- **Assist with the review and maintenance of accurate financial statements for our 60+ subsidiaries**
- **Assist with the annual consolidation of 60+ entities**
- **Assist with the annual audit, preparation of the consolidated financial statements and all related footnotes**
- **Provide suggestions to improve Artspace’s internal control system and processes**
- **Special projects as assigned**

Qualifications

- **Detailed and comprehensive knowledge of GAAP**
- **Knowledge of real estate and nonprofit industries**
- **CPA or working on attaining your certification is preferred**
- **Able to work independently and in a team environment**
- **Tech Savvy**
- **Detailed Oriented**

Contact:	Brittany Douglas brittany.douglas@artspace.org 612-333-9089 (fax)
----------	----------------------------------------------------------------------------------------------------------------------------

**Interested applicants please email or fax resume*

Artspace Projects is an Equal Opportunity Employer