Fiscal Monitor
Topeka, KS

KHRC is looking for a Fiscal Monitor for the Community Solutions Division. This position will:

- Work with program staff to prepare and update program budgets and State Plans.
- Provide fiscal oversight for subrecipient agencies including financial and production analysis, expense verification, cash management, and capital inventory management.
- Apply program policy to all fiscal program aspects and maintains fiscal policy for the respective programs.
- Review contracts and other program materials to ensure compliance with 2 CFR 200 and other fiscal grant requirements.
- Develop and maintain fiscal monitoring tools used in the desk and on-site subrecipient fiscal monitoring evaluations.
- Assess and provide formal on-site training and technical assistance to subrecipients in fiscal policies and procedures.
- Coordinate, schedule, and conduct desk and on-site monitoring evaluations of each subrecipient as required per grant regulations.
- Follows up on deficiencies and reports issues to appropriate parties, as applicable.

*Please note: This position requires moderate travel throughout the state of Kansas, including overnight stays. Due to the travel, a valid drivers license is required.

Knowledge, Skills and Experience
Four-year accredited college degree in finance or accounting plus four years of experience in accounting and/or auditing. A combination of education and experience may be accepted as determined relevant by KHRC.

What We Offer
Paid Time Off
Discretionary Day
Paid Holidays
Paid Maternity/ Paternity Leave
Medical, Dental, and Vision Insurance
Retirement Plan
Tuition Assistance
Paid Covered Parking

Resumes will be accepted until Tuesday, June 11, 2024.

Starting pay for this position is $34.62 depending on experience.