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## **Job Posting: Manager/Director, Finance and Accounting**

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Iroquois Valley Farmland REIT, PBC is a real estate investment company incorporated as a public benefit company. We are a small company of passionate people that provide secure land access to the next generation of organic and regenerative farmers across the U.S. Currently operating in 14 states, Iroquois Valley offers long-term leases and mortgage financing to 40 farm families on over 50 farm properties. Iroquois Valley is funded by socially responsible investors interested in directly supporting farmers growing good food.

**Iroquois Valley Farmland REIT is currently searching for a Manager/Director, Finance and Accounting to join the team.**

### **Position Overview**

This role will oversee the various corporate financial functions of the organization in accordance with SRI (Social Responsible Investing) investment management and practices. Candidates who are environmental-minded, detail oriented, fast-paced, and versatile will thrive in our rapidly growing entrepreneurial company.

This position is located in Evanston, IL and will report directly to the CEO and work closely with the executive management team.

### **Essential Functions**

- Manage all activities related to banking and treasury/cash management.
- Review and enhance financial systems, as needed, or based on feedback from auditors and staff.
- Complete financial statements, budgets and accounting schedules.
- Maintain financial schedules and systems.
- Manage investor level and corporate tax reporting with third party tax accountants.
- Develop and maintain client based registration and records keeping system that supports corporate compliance with securities laws.
- General architect for PPM offerings, quarterly reporting to the Board on key corporate stats and financial impact memos.
- Develop, implement and evaluate the organization's fiscal function and performance.
- Provide timely and accurate analysis of budgets, financial reports and financial trends.
- Develop, implement and enforce policies and procedures through systems and processes that will improve the overall operation and effectiveness of the corporation.
- Provide technical financial advice and knowledge.
- Provide financial input on investments and actively participate in the investment committee.
- Be an advisor from the financial perspective on any contracts into which the corporation may enter.
- Interface with third party providers including real estate attorneys, appraisers, accountants, etc. and project manage internal and external work associated with these providers.
- Track financial reporting for Conservation Innovation Grant.
- Manage external and internal legal counsel to maintain SEC compliance with private and public offerings.
- Ensure compliance with state and federal securities regulations.
- Assist the Investor Relations Director with higher level equity or debt subscriptions.
- Manage and maintain problem loan/watch list reports. Develop key loss reserve and delinquency ratios/reports. Generally, safeguard the company's assets.
- Manage bookkeeper duties.
- Oversee HR functions related to 401k and payroll.

### **Ideal Skills and Experience**

- Bachelor's degree and/or Master's degree in business or equivalent required; or minimum 7 years of related work experience.
- Public or private REIT experience a plus.
- Accounting experience preferred. Proficiency using QuickBooks or other accounting software.
- Ability to think outside the box and problem-solve.
- Strong interpersonal and communication skills. Ability to communicate and collaborate well at all levels of the organization.
- Strong working knowledge of Excel.
- General knowledge of securities related to public and private offerings.
- Experience project managing with advisors and other third parties.
- High level of integrity and dependability with a strong sense of urgency and results-orientation.

### **Travel**

This position requires approximately 10% travel.

### **Other Duties**

Please note this job description is not designed to contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

**Interested candidates should send a resume and brief cover letter to:**  
**[recruiting@iroquoisvalleyfarms.com](mailto:recruiting@iroquoisvalleyfarms.com).**

Iroquois Valley Farms provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, creed, sex, sexual orientation, gender identity, national origin, age, disability, veteran, marital, or domestic partner status.