

**Position Title:** Internal Audit Manager

**Department:** Internal Audit

**Join our Team!** At IHDA we strive to create and maintain a work environment that promotes diversity, recognition and inclusion. IHDA is committed to hiring and investing in individuals of diverse talents and backgrounds to ensure a range of perspectives and experiences inform and guide our work of financing affordable housing in the state of Illinois.

**Who we are:** The Illinois Housing Development Authority (IHDA) is one of the Nation's preeminent Housing Finance Agencies and one of the State's ten largest financial institutions. Our mission is to finance the creation and preservation of affordable housing across the state. IHDA oversees more than 20 federal and state programs on behalf of the state of Illinois and serves as one of the state's primary resources for housing policy and program administration. For over 50 years, IHDA has led the state in financing and supporting affordable housing.

**Summary:** The Internal Audit Manager, reporting directly to the Chief Internal Auditor (CIA), will play a pivotal role in leading audit engagements, mentoring team members, and driving continuous improvement across the department. In a lean and hands-on environment, you will be both a manager and a contributor—supervising audits, fostering a culture of integrity and professional development, and ensuring the effectiveness of internal controls. This is an excellent opportunity for a driven leader who thrives in a fast-paced, high-impact setting and is passionate about audit excellence, innovation, and team development

**Essential Functions:**

- Methodology, Quality & Risk Management
  - Promote and enforce adherence to the Internal Audit Charter, State of Illinois Fiscal Control and Internal Auditing Act, and Global Internal Audit Standards.
  - Enhance internal control awareness across departments and help build ownership of control responsibilities.
  - Work closely with management to resolve audit issues constructively and collaboratively.
- Audit Planning & Execution
  - Lead and participate in risk-based audits across the organization, from planning through reporting.
  - Define audit objectives, scope, and timelines in consultation with the CIA and business stakeholders.
  - Review and approve workpapers and audit reports to ensure compliance with internal audit methodology and professional standards.
  - Conduct follow-up reviews to ensure timely and effective remediation of audit findings.
- Innovation & Analytics
  - Identify opportunities to apply data analytics across the audit lifecycle, including risk assessment, planning, testing, and monitoring.
  - Use audit tools and visualization techniques to enhance audit efficiency, accuracy, and insight.
- Leadership & Team Development
  - Supervise, coach, and mentor a small team of internal auditors to ensure high-quality execution of audit work.
  - Support a culture of accountability, collaboration, and continuous learning by providing real-time feedback and guidance.
  - Conduct regular check-ins and performance conversations to monitor progress, address challenges, and support growth.
  - Develop and deliver formal training sessions in collaboration with the CIA to enhance audit capabilities and technical skills.
- Departmental Support & Special Projects
  - Assist the CIA with the annual risk assessment and development of the internal audit plan.

- Participate in departmental initiatives, process improvements, and internal strategy discussions.
  - Perform other duties as assigned by the CIA.
- Additional duties as assigned.

**Education and Experience Requirements:**

- Bachelor's degree in Accounting, Finance, or a related field,
- Master's degree or professional certification required (e.g., CPA, CIA, CISA).
- Minimum 7 years of progressive experience in internal or external audit, with at least 2 years in a supervisory capacity.
- Proficiency with Microsoft Office Suite, especially Excel, Word, and PowerPoint; familiarity with audit and data analytics tools (e.g., TeamMate, Power BI, ACL/IDEA) preferred.
- Governmental or public sector audit experience a plus.
- Ability to manage multiple priorities, meet deadlines, and adapt in a fast-paced environment.
- Ability to manage audit engagements from end to end, including planning, execution, and reporting.
- Strong interpersonal and conflict resolution skills, with the ability to navigate sensitive conversations and build trust across levels.

**What We Offer:**

- Paid time off, plus paid holidays
- Currently in a hybrid work arrangement, but candidates must reside in Illinois at time of hire.
- Medical/dental/vision/life insurance plans
- Short/long term disability
- Tuition reimbursement
- Flex spending
- 401K plan – immediate vesting
- IHDA employees may be eligible for federal loan forgiveness programs.
- Salary range: \$115,000 - \$130,000

**Must be a resident of Illinois or willing to relocate. Flexible scheduling is available, upon completion of a six-month probationary period.**

To apply, submit resume to:

[https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&cclid=19000101\\_000001&jobId=508703&source=CC2&lang=en\\_US](https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&cclid=19000101_000001&jobId=508703&source=CC2&lang=en_US)

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