



**RAPPAHANNOCK  
ELECTRIC COOPERATIVE**

RELIABLE • AFFORDABLE • FOCUSED ON YOU

# **DIRECTOR - ACCOUNTING & INTERNAL CONTROLS**

**FREDERICKSBURG, VA**



## **POSITION PROFILE**

Rappahannock Electric Cooperative (REC) is seeking a **Director - Accounting & Internal Controls** who oversees the department's accounting operations and ensures strict adherence to internal control policies and procedures.

This role provides strategic leadership in all accounting matters including month-end close, auditing, tax and external reporting for REC, while guiding accounting teams to maintain accuracy and integrity in financial data. The Director/Senior Director collaborates with executive leadership to develop and implement best practices for internal controls, drives process improvements, and supports organizational goals through effective resource management and staff development.

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Rappahannock Electric Cooperative is an equal opportunity provider and employer.

# ROLES AND RESPONSIBILITIES

## ACCOUNTING OPERATIONS & FINANCIAL REPORTING

- Oversee all accounting operations, ensuring compliance with internal control policies and procedures.
- Lead and manage the month-end close process, ensuring accuracy and timeliness of financial statements.
- Ensure compliance with tax regulations and oversee the preparation and submission of tax filings and reports.
- Guide the preparation of external financial reporting, including regulatory and management reports.
- Drive process improvements to enhance efficiency, accuracy, and integrity of financial data and reporting.

## INTERNAL CONTROLS, COMPLIANCE & AUDIT OVERSIGHT

- Direct and coordinate internal and external audits, preparing necessary documentation and responding to findings.
- Develop, implement, and continuously improve internal control frameworks and best practices in collaboration with executive leadership.
- Serve as a key advisor to executive leadership on accounting and internal control matters, contributing to strategic decision-making.

## Leadership & Strategic Collaboration

- Provide strategic leadership and direction to accounting teams, including hiring, training, and professional development.
- Support organizational goals through effective resource management and cross-functional collaboration.

## Other Duties and Responsibilities

- Partner with operational organizations to provide education and insight on financial outcomes to inform operational decisions.
- Other duties and responsibilities as assigned.

# REQUIRED SKILLS AND CORE COMPETENCIES

## Leadership & Interpersonal Skills

- Ability to maintain strict confidentiality while handling sensitive financial information.
- Strong collaboration and communication skills for working with executive leadership and cross-functional teams.
- Proven ability to inspire teams, model organizational values, and provide effective coaching and feedback.

## Technical & Analytical Expertise

- Strong critical thinking and analytical skills for solving complex problems and driving efficiencies.
- Skilled in using financial systems and digital tools to support accounting processes, internal controls, and reporting.
- Experience developing and enhancing internal control frameworks.

## Organizational & Strategic Capabilities

- Exceptional ability to prioritize tasks, manage multiple projects, and uphold accuracy in financial reporting.
- Strategic mindset with the ability to align accounting functions with organizational goals.
- Demonstrated ability to lead process improvements that enhance efficiency, accuracy, and data integrity.

# THE SUCCESSFUL CANDIDATE

This role requires a bachelor's degree in Accounting, Finance, Business Administration, or a closely related field, with a master's degree or advanced coursework in accounting or financial management strongly preferred. Candidates should hold, or be actively pursuing, a professional certification such as CPA, CMA, or CIA. The ideal candidate will bring 8 to 10 years of progressively responsible experience in accounting, finance, or internal controls, including at least 3 to 5 years in a senior leadership or management position overseeing complex financial operations and teams. A solid working knowledge of GAAP and RUS accounting standards is essential. Additionally, candidates should demonstrate a strong commitment to professional development through ongoing learning, such as attending annual conferences, workshops, or industry seminars to maintain and enhance expertise.

Candidates must be legally eligible to work in the US without requiring current or future sponsorship. Additionally, candidate must have ability to pass a pre-employment and random drug and alcohol screenings, REC and client specific background checks, and annual motor vehicle record (MVR) according to company and client policies.

Forward-thinking capacity, leadership, and supervisory experience are essential for the successful candidate. In particular, this position will require the following competencies:

- **Communications:** Excellent written and verbal communication skills, with the ability to craft messages for a wide range of audiences and platforms. Skilled in editing and content development for both internal and external publications. Ability to create clear, effective messaging that promotes REC's mission and enhances its reputation within the community.
- **Interpersonal:** Strong leadership and team-building skills, with the ability to mentor, coach, and guide team members. High emotional intelligence, with the ability to manage relationships and conflicts with empathy, professionalism, and clear communication. Skilled at building strong relationships with internal and external stakeholders, fostering a positive work environment.
- **Technological:** Proficiency in digital communication platforms, including social media management tools, content management systems, and email marketing platforms. Ability to stay up to date with communication technologies and trends to enhance REC's outreach and engagement strategies.
- **Decision-making:** Strong problem-solving skills with the ability to make informed decisions that align with REC's objectives. Proven ability to manage competing priorities and deadlines in a fast-paced environment. Uses data and analytical tools to make well-informed decisions and changes as warranted.
- **Organizational:** Strong organizational skills, with the ability to manage multiple projects and ensure the timely completion of deliverables. Ability to delegate tasks effectively and manage cross-functional teams on communication initiatives.
- **Leadership:** Demonstrate REC's core values (Caring, Respect, Integrity, and Service) and leads by example, fostering a culture of accountability, compassion, and respect. Provide clear direction, motivation, and support to the Communications & PR team to ensure alignment with REC's goals. Conduct performance evaluations, provide constructive feedback, and support the professional development of team members.

**This position is primarily office-based and performed in person at the Fredericksburg, VA location. The role follows a standard 40-hour work week, though occasional overtime may be required to meet deadlines and reporting needs. The position also requires attendance at multiple conferences throughout the year, which may involve overnight travel. Additionally, the role requires 24/7 on-call availability to support major storm activity.**

# REC LANDSCAPE

As one of the nation's leading electric cooperatives, REC is an extraordinary place to discover a rewarding career. Each day, REC powers the lives of its member-owners. REC presently serves over 184,000 residential, commercial, industrial, agricultural and government accounts, and is experiencing an average of 3,000 new service connections per year. Critically important to the membership is access to high-speed broadband internet. REC is taking significant steps to facilitate broadband partnerships in the counties it serves with local internet service providers.

In Virginia, REC is an innovative leader implementing new programs, services, and rate offerings. From being the first to implement Prepay, develop an on-bill energy efficiency tariff, and to connect a large-scale battery storage system, opportunities to lead the way are endless.

Today REC is offering and shaping a variety of energy services programs that will be essential to meeting new member needs, in the areas of:

- Clean Energy
- Distributed Energy
- Standby Generation
- Energy Management
- Outage Information
- Energy Efficiency
- Electric Transportation



## HOW TO APPLY:

**Deadline: Open Until Filled**

**Internal Applicants:** Interested parties should submit an internal application (a resume may be attached to the completed application) to the Human Resources Department. Resumes can be emailed to [rech@myrec.coop](mailto:rech@myrec.coop).

**Applicants:** Use our website [myrec.coop/careers](http://myrec.coop/careers) to apply for the opportunity. Please indicate the Job Posting ID **#13FB02092026**

**APPLY NOW**  
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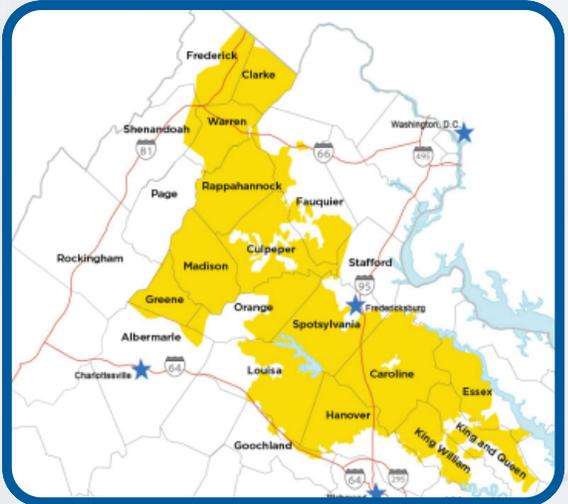


# COMPENSATION, BENEFITS AND RELOCATION

The total compensation and relocation package is competitive and will be dependent upon qualifications and experience. There are a lot of benefits to working at REC. You'll be surrounded and supported by a great team of people who are passionate about what they do.

REC believes our team members are at the core of our success. In recognition of the vital role each employee plays every day, we provide a very strong benefits package including:

- **COMPETITIVE PAY**
- **MEDICAL, DENTAL, VISION, AND PRESCRIPTION DRUG COVERAGE**
- **FLEXIBLE SPENDING ACCOUNTS**
- **401(K) WITH COMPANY MATCH**
- **PENSION PLAN**
- **PAID HOLIDAYS AND TIME OFF**
- **EDUCATIONAL/TUITION REIMBURSEMENT PLAN**
- **EMPLOYEE ASSISTANCE PROGRAM**
- **WELLNESS PROGRAMS**
- **PARENTAL LEAVE**
- **REMOTE AND TELEWORKING OPTIONS**



## POWER YOUR FUTURE. JOIN OUR TEAM!

REC has over 450 employees working across 22 counties, from the Blue Ridge Mountains to the southeastern shores of the Rappahannock River. REC is one of the largest electric cooperatives in the nation, with over 180,000 member connections across 18,000+ miles of power lines. While the service territory and employees are diverse, what always stays consistent are the core values: Caring, Integrity, Respect, and Service.

Working at REC means you will enjoy the support of a great team of professionals while also having a positive impact on the lives of people in our communities.

Our employees are some of the most dedicated, innovative, and brightest in the industry. We know that working at REC means we're building successful careers for you and a better life for our members.

**START STRONG. MAKE CONNECTIONS.  
PLAN FOR THE FUTURE.**

