



**Board of Education of the City of St. Louis**  
**CAREER OPPORTUNITY**

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<b>Position Title:</b>	Director, Compliance and Internal Auditor
<b>Payroll/Personnel Type:</b>	12 Month
<b>Job #:</b>	8857
<b>Reports to:</b>	Superintendent
<b>Shift Length:</b>	8 Hour Day
<b>Union Eligibility:</b>	Not Eligible
<b>Starting Salary:</b>	\$140,000

**Position Summary:**

The Director of Compliance and Internal Auditor is responsible for providing independent, objective assurance and consulting services designed to add value and enhance St. Louis Public Schools' (SLPS) performance. This role evaluates operations for compliance with board policy, administrative procedures, government regulations, and local, federal, and state laws. The position also assesses financial and managerial controls and other risk areas to help SLPS operate more efficiently and effectively. Additionally, the director investigates claims of fraud, waste, and abuse of district resources. Reporting administratively to the Superintendent and functionally to the Board of Education, this role plays a critical part in ensuring SLPS adheres to high ethical and operational standards.

**Essential Functions:**

- Develop and implement policies and procedures aimed at preventing and detecting violations of laws, regulations, and district policies.
- Design, execute, and monitor SLPS's internal compliance and audit plan, prioritizing high-risk areas.
- Coordinate internal audit and compliance activities across the district.
- Regularly report to the Audit Committee on the status of compliance and audit plans.
- Oversee follow-up actions on audit recommendations and compliance issues to ensure timely resolution.
- Provide advice, assistance, and recommendations to district leadership, the Superintendent, and the Board of Education on compliance and audit matters.
- Investigate significant fraudulent activities and report findings to management, the Audit Committee, and the Board.
- Perform consulting services, including policy development, process design, training, and advisory functions, to help management meet organizational objectives.
- Stay current with legal, regulatory, and policy changes, ensuring SLPS compliance with updates.
- Coordinate additional technical services, such as external audits, when necessary.
- Lead special projects and perform other related duties as assigned.

**Knowledge, Skills, and Abilities:**

- Demonstrated integrity, sound judgment, confidentiality, and professionalism.
- Strong understanding of federal and state laws, regulations, and policies governing public schools.
- Expertise in risk assessment, fraud prevention, and development of compliance-related policies and procedures.
- Strong analytical, problem-solving, and critical thinking abilities, with effective communication skills for all levels of management and external stakeholders.

