



Conservation Technology Information Center Job Announcement

Manager of Operations Finance (remote)

Application Deadline: 5 p.m. CDT on Friday, August 21, 2026

Preferred Start Date: October 1, 2026

Location: Fully Remote

About CTIC:

The Conservation Technology Information Center (CTIC) was formed in 1982 to support the widespread use of economically and environmentally beneficial agricultural systems. CTIC is a non-profit 501©3 organization supported by leading agriculture and conservation entities from across the United States. CTIC's mission is to champion, promote and provide information on technologies and sustainable agricultural systems that conserve and enhance soil, water, air and wildlife resources and are productive and profitable. CTIC is governed by a 20 member Board of Directors and currently has 7 full-time staff and several consultants that deliver a wide-array of programs and projects. If you are passionate about conservation agriculture and thrive on being an integral part of a small and dynamic team, this is the ideal position for you.

Primary Position Responsibility:

The Manager of Operations Finance plays a key role in ensuring the financial health and sustainability of the organization. This position is responsible for day-to-day financial operations, including accounting, budgeting, grant tracking, and financial reporting. The Manager of Operations Finance works closely with the Executive Director and external accountants to maintain compliance with GAAP, donor requirements, and nonprofit regulations.

Essential Functions:

- Manage daily accounting functions in QuickBooks, including AP/AR, reconciliations, and payroll coordination.
- Prepare monthly, quarterly, and annual financial reports for internal and external stakeholders.
- Support annual budget development and monitor budget-to-actual performance.
- Track restricted and unrestricted funding, ensuring compliance with grantor requirements.
- Coordinate annual audits and maintain internal controls.
- Recommend and help implement new tools and technologies for financial operations.
- Optimize financial systems and implement policies that promote transparency and efficiency.

Required Education and Experience:

- **Exceptional** attention to detail, planning and ability to meet deadlines
- Bachelor's degree in Accounting, Finance, or related field;
 - CPA or nonprofit accounting certification preferred
- Minimum 5 years of financial management experience
- Demonstrated Proficiency in QuickBooks and Excel;
- Strong understanding of GAAP, fund accounting, and nonprofit compliance.
- Experience managing grants and preparing funder reports.
- Passion for conservation ag and working in a partnership-driven organization

Location: Remote

Travel: Limited, but some overnight travel is required for annual Conservation In Action tour, annual team meeting and training/conferences.

Salary: Negotiable depending on qualifications and experience.

Benefits: CTIC provides an excellent benefits package, including 13 paid holidays, vacation (earn 3 weeks by end of year 1), sick time; life insurance; short and long-term disability; health reimbursement account or medical insurance (100% premium paid for employee); Simple IRA (up to 3% match); and a dynamic, team-oriented work environment.

Reports to: Executive Director

How to Apply:

Anyone with interest in applying for the role should email ([in a single file](#)) an application package consisting of a cover letter, CV or resume and three professional references to job-opportunities@ctic.org no later than **5 p.m. CDT on August 21, 2026**. Please include desired starting salary in your cover letter. The preferred start date is October 1, 2026. Questions about the role can be directed to the Executive Director, Ryan Heiniger, at heiniger@ctic.org or 319.768.8348.

Equal Opportunity Employer

CTIC is committed to providing an open and accepting environment for all of its employees. CTIC prohibits any discrimination on the basis of gender, race, religion, sexual orientation, national origin, age, disability or veteran status.