



# ARCHDIOCESE OF PORTLAND IN OREGON

*Human Resources*

## **POSITION TITLE: Finance Director**

**Opening Date:** May 23, 2018

**Closing Date:** June 11, 2018

**Position Start Date:** July 2, 2018

**Location of Job:** Marist Catholic High School

**Location Address:** 1900 Kingsley Road, Eugene, Oregon 97401

**Position:** Full Time

**Position Summary:** Go to <http://www.marisths.org/job-opportunities.html> to view job description and download application materials.

### **Skills / Education:**

1. Four year degree in Business from an accredited college or university required
2. Master's Degree in Business Management or a CPA license and at least ten years' experience in Accounting, Financial Analysis, Budget Formulation, or ideally in Education preferred
3. Prefer practicing Catholic

**Email application, letter of interest, resume, 3 letters of recommendation and/or inquiries to: Terrie Clemens at [tclemens2@marisths.org](mailto:tclemens2@marisths.org) or 541-681-5467.**