



## ***Little River Holdings, LLC***

Home Office:

2608 Government Center Drive

Manistee, MI 49660

231-299-1295

[www.lrhedc.com](http://www.lrhedc.com)

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**Position:** **Vice President of Finance**

### **Job Summary**

The Vice President of Finance provides strategic leadership and oversight of all financial functions across LRH and its subsidiaries, ensuring transparency, discipline, compliance, and financial strength.

### **Essential Duties**

The following is not an exhaustive list of duties. It represents a sample of essential work. The list of duties may change at any time with or without notice at the sole discretion of Little River Holdings.

1. Full leadership and decision-making responsibility for assigned departments, teams and positions as indicated by the organizational chart, including but not limited to recruiting, training, development, mentoring, engagement, work assignments, performance management, measurable results, rewards, disciplinary action, timekeeping. Make employment decisions.
2. Uphold the Seven Grandfather teachings and promote an organizational culture that integrates tribal identity, values, and customs.
3. Serve as a cultural ambassador in external engagements, ensuring alignment with tribal values. Drives sustainable growth while honoring tribal sovereignty, culture, and community priorities.
4. Lead enterprise-wide financial strategy, long-term planning, and financial modeling.
5. Develop and maintain strong relationships with potential partners, clients, and stakeholders.
6. Collaborate with subsidiary leadership to align financial efforts with organizational goals. Oversee multi-entity budgets, forecasts, and capital planning for LRH and all subsidiaries.
7. Conduct financial due diligence for new business ventures, acquisitions, investments, and joint ventures.
8. Oversee accounting operations, financial reporting, and internal controls for all LRH entities.
9. Ensure compliance with Tribal, federal, state, and local regulatory requirements in all states where LRH and its subsidiaries operate.
10. Direct internal and external audit processes.
11. Establish standardized financial reporting across all business units.
12. Oversee cash management, investment strategies, debt management, and banking relationships.
13. Develop and implement enterprise risk management policies, including insurance, financial controls, and fraud prevention.
14. Ensure timely, accurate and transparent financial reporting.
15. Develop and implement department, function, or team policies, procedures, and forms to ensure effective operations.



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16. Establish, monitor, and improve functional Key Performance Indicators (KPI) to assess performance. Use data-driven insights to refine strategies and improve outcomes.
17. Oversee the planning and execution of projects in the function and ensure alignment with organizational objectives and timelines.
18. Manage the department budget and resources according to LRH policy, procedure, and standards.
19. Identify and implement process improvements.
20. Driver to other locations and events.
21. All other duties as assigned.

#### **Minimum Necessary Qualifications**

Candidates must meet the following requirements, as demonstrated through past employment, education, testing, or a combination thereof:

1. Bachelor's degree in accounting, finance, business administration, or related field. Ten (10) or more years of essential duty or multi-unit financial experience in lieu of education may be accepted at the sole discretion of Little River Holdings.
2. Minimum Seven (7) years of progressive financial management experience.
3. Five (5) years leadership experience in a financial environment.
4. Verifiable experience with Tribal government, economic development, and casino finance and/or accounting operations.
5. Certifications/Licenses:
  - o Valid Driver's License
  - o CPA License
6. Ability to:
  - o Read, analyze, and interpret financial reports, professional journals, technical procedures, or government regulations.
  - o Author complex financial reports, policies, and analysis.
  - o Effectively present information, perform public speaking, and respond to questions from managers, clients and the public.
  - o Solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
  - o Author a variety of instructions furnished in written, oral, diagram, or scheduled form.
7. Demonstrated successful:
  - o Interpersonal and communications skills, both oral and written.
  - o Verifiable success in developing and launching business concepts from ideas to entity opening.
  - o Root cause analysis and process improvement.



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#### **Physical and Environmental Conditions**

1. Primarily works in a standard office environment. Climate controlled, well-lit and equipped with standard office furniture and technology
2. Extended use of computer use (reading reports, typing, video conferencing or financial documents)
3. Minimal physical exertion is required. Some movement between departments or meeting rooms. Lift up to 10-15 pounds may be necessary.
4. Regular travel throughout the United States.
5. Physical capabilities to driver's license standards.
6. Ability to read and write in English.
7. Sight, hearing, speaking, and cognitive ability to executive level standards.

**Indian Preference applies in accordance with Ordinance #15-600-02**

**Hiring Salary Range:** Negotiable and Commensurate with Verified Qualifications

**FLSA Status:** Exempt

**Pay Schedule:** Bi-Weekly

**Background Check:** Extensive

**To Apply:** Please submit completed resume, cover letter, education transcripts, portfolio demonstrating past experience, any/all licensure(s) and/or certifications required/relevant for the position, front and back copies of a valid Tribal ID (if applicable) to the following email address: [careers@lrhedc.com](mailto:careers@lrhedc.com)

**Conditions of employment with Little River Holdings includes superior performance in the selection process at the sole discretion of Little River Holdings, including but not limited to all of the following; any pre-employment interviews, skills testing, credentialing, reference checks and previous work history, passing post-offer drug tests and background checks, possession of valid required documents such as a Driver's License throughout employment, being insurable under the Tribal insurance policy, and successfully completing a ninety (90) day introductory period.**