



Business Director Job Posting

Lakeshore Little People's Place, a multi-site Christian preschool and child care organization, is hiring a Business Director. The ideal applicant will have previous experience with accounts receivable/payable, payroll, human resources (including employee benefit programs), audits, and bookkeeping. This position will be responsible for the overall financial management of our non-profit, and will work closely with and report to the Executive Director. Pay is dependent on education and experience.

Please visit our website at lpp.org to learn more about our program, leadership team, mission and values. Please see below for qualifications.



Qualifications

- Advanced bookkeeping skills with accounting experience
- QuickBooks competence
- Human Resource Management experience preferred
- Associate's Degree or higher in Business Administration/Accounting/Finance preferred
- High accuracy rate and attention to detail
- Display your daily walk with the Lord, as is evident in your actions and relationships
- Ability to maintain positive relationships with staff, directors, parents, and the community, as a representative of LLPP
- Sign the LLPP Statement of Faith Agreement
- Agreement with the Holland Deacons Conference Statement of Faith
- Background clearance check
- Be available to work full days M-F. This position is full-time with benefits.

Job Type: Full-time

If interested, please submit your resume to the LLPP Executive Director, Colleen Walters at lpp.executivedirector@gmail.com OR, you may view this job posting and apply via [Indeed.com](https://www.indeed.com).

Position will remain open until filled. Thank you.