

Institute Auditor

The Position

The Institute Auditor plays a critical role in ensuring MIT adheres to best practices in administering programs and services, managing resources, and assessing operational risks. The role oversees an internal audit function that is committed to providing thoughtful, independent perspective on matters of internal control and appropriate risk management to Institute senior leadership and governance.

The Institute Auditor reports functionally to the [MIT Corporation Risk and Audit Committee](#) (Committee) and administratively to the [Executive Vice President and Treasurer](#) (EVPT). The position has the authority to escalate significant risk, control, or governance concerns directly to the Risk and Audit Committee where warranted, independent of management perspective. It accordingly requires extremely strong leadership, analytical, collaboration, and communications skills and the ability to maintain independence.

The Institute Auditor leads a team of professional auditors responsible for independently evaluating MIT's academic, research, and administrative processes. The team develops and executes a comprehensive, risk-based audit and advisory program that includes financial, operational, compliance, and technology reviews across the Institute – including [MIT Lincoln Laboratory](#), a federally funded research and development center managed on behalf of the Department of Defense. The Audit Division partners with [Risk Management & Compliance Services](#), which is part of the Office of the General Counsel (OGC).

The Institute Auditor provides regular reports to the Risk and Audit Committee, presents the annual audit plan for approval, and administers all aspects of Committee operations. The role is also an active participant in cross-Institute initiatives.

For more information about Internal Audit at MIT, see <https://audit.mit.edu/>.

Duties and Responsibilities

- Design, develop, and implement the annual risk-based audit plan, exercising professional judgment in prioritizing risks, determining scope and depth of reviews, and adjusting the audit plan in response to emerging or ambiguous risk. Audit plans are consistent with Institute priorities and subject to Committee approval.
- Lead and develop a team of internal audit professionals in delivering financial, operational, compliance, and technology audits and advisory engagements across MIT's Schools and the College, departments, laboratories, centers, and institutes (DLCI's).
- Oversee audit planning, fieldwork, reporting, and recommendations; ensure all engagements meet professional standards and Audit Division (Division) methodologies.
- Interpret the Institute's risk profile and contribute to the Institute's broader understanding of enterprise risk through analysis, insight, and advisory judgment.
- Review, approve, and present audit reports and trend analyses to senior leadership, ensuring clarity, accuracy, and strategic relevance.

- Manage and evaluate follow-up activity to assess completion of corrective actions, identify systemic issues, and provide insight to leadership on internal control and risk themes across the Institute.
- Oversee investigations of highly sensitive matters involving alleged irregularities or control gaps, ensuring objectivity and appropriate reporting to leadership and the Committee.
- Serve as administrator for the Committee by coordinating meeting schedules, developing agendas, preparing materials, and supporting the Committee Chair in all aspects of Committee operations.
- Advise Institute leadership and cross-functional groups on internal controls, compliance and risk considerations, and governance best practices, including early-stage advisory engagement on emerging initiatives or concerns prior to formal audit involvement; participate on committees and working groups as an advisor to provide an independent and objective viewpoint.
- Build and sustain strong working relationships with academic, research, and administrative leaders, promoting transparency, collaboration, and trust in the audit process.
- Coordinate activities with Institute risk, compliance, legal, financial, and operational functions to support an integrated and effective approach to enterprise risk management.
- Lead and manage the Division's professional and managerial staff; establish performance expectations, oversee recruitment and workforce planning, and support development and succession planning.
- Establish and maintain Division policies, procedures, and quality assurance practices to ensure consistent, high-quality outcomes across all engagements.
- Manage the Division's annual operating budget and ensure responsible stewardship of resources.
- Develop long-term strategies that advance the Division's capabilities, technology, and alignment with Institute goals.
- Think strategically about how new technologies, including generative AI, can inform and advance the work of the Audit Division and how the division can contribute to MIT's understanding of the opportunities and risks associated with these technologies.
- Partner with Risk Management & Compliance Services to inform Institute risk management programs and activities.
- Perform other duties as assigned.

Competencies and Qualifications

Required

- Bachelor's degree in accounting, business administration, economics, or finance, or a related field
- A minimum of 10 years of relevant experience, including significant leadership responsibility in internal audit
- Certification as CIA, CISA, or CPA, or equivalent
- Established ability to lead managers and professional staff in a large, complex, decentralized organization
- Broad and substantive understanding of internal controls, risk management, audit standards, and governance across multiple professional disciplines

- Exceptional communication, negotiation, and presentation skills, with experience advising senior leadership on sensitive or strategic issues
- Strong relationship-building skills and the ability to collaborate across diverse Institute operations
- Proven ability to navigate issues of significant complexity, often without clear precedent, and provide innovative, balanced solutions
- The ability to lead through influence in addition to positional authority
- Demonstrated ability to maintain independence, exercise sound judgment, and communicate difficult conclusions in high-pressure or politically sensitive environments
- Tact, discretion, and the highest degree of integrity

Preferred

- Master's degree or graduate certificate
- Related experience in higher education

MIT

MIT's first students enrolled in 1865, marking the culmination of an extended effort to establish a new kind of educational institution relevant to an increasingly industrialized nation. The MIT motto, "Mens et Manus," Latin for "Mind and Hand," expresses the Institute's ideal of a productive continuum between rigorous thought and action. In the land-grant tradition, MIT promoted teaching coupled with research, focusing attention on real-world problems, and forging the notion of the teaching laboratory.

MIT is independent and co-educational, with a private endowment of over \$27 billion, more than \$5 billion in operating revenues, and a workforce of approximately 17,000 on campus and at the Lincoln Laboratory. MIT focuses on scientific and technological research and is divided into five schools – comprising more than 30 academic departments as well as interdepartmental programs, laboratories, and centers – and one college. The schools include Architecture and Planning; Engineering; Humanities, Arts, and Social Sciences; Science; and the MIT Sloan School of Management. Fall of 2019 marked the opening of the MIT Schwarzman College of Computing to accelerate pioneering research and innovation in computing, build a profound awareness of the ethical implications and societal impact of computing, and, above all, educate leaders for the algorithmic future.

MIT faculty are distinguished for their groundbreaking research and have received some of the highest honors bestowed upon individuals for contributions to science, engineering, the humanities, and social sciences, including: the National Medal of Science, National Medal of Technology and Innovation, John Bates Clark Medal, Pulitzer Prize, A.M. Turing Award, Millennium Technology Prize, Guggenheim Fellowship, Fulbright Scholarship, and MacArthur Fellowship. Most notably, 41 present and former members of the MIT faculty have received the Nobel Prize, including 12 current faculty members (recognized individually or as part of a team). Over 300 current MIT faculty hold membership in some of the most distinguished scientific and academic associations, including the National Academy of Sciences, the National Academy of Engineering, and the National Academy of Medicine.

MIT is located on the north shore of the Charles River Basin in Cambridge, Massachusetts, on 168 acres that extend more than a mile along the Charles River.

Compensation and Location

The target salary range for the position is \$290,000-\$325,000 depending on experience and qualifications. MIT provides excellent [benefits](#) to its employees including health, retirement, and education. The position is based at MIT's campus in Cambridge, MA. In consultation with the EVPT, there is an opportunity to establish an agreed-upon practice of remote work.

To Apply

MIT has retained [Opus Partners](#) to support this recruitment. [Craig Smith](#), Managing Partner, [Katie Dean](#), Senior Partner, and [Abigail Maynard](#), Managing Associate, are leading the search. Please send applications (resume and letter of interest), confidential inquiries, and nominations to abigail.maynard@opuspartners.net.

MIT is an equal employment opportunity employer. We value diversity and strongly encourage applications from individuals from all identities and backgrounds. All qualified applicants will receive equitable consideration for employment based on their experience and qualifications, and will not be discriminated against on the basis of race, color, sex, sexual orientation, gender identity, pregnancy, religion, disability, age, genetic information, veteran status, or national or ethnic origin. See MIT's [full policy](#) on nondiscrimination.