## 2015-2016 Chapter Leadership

### Executive Officers
- President – Chris Crawford
- Vice President – Christine Hovious
- Treasurer – Tony Markun
- Financial Secretary – Mark Crist
- Secretary – Linda Brown

### Board Members
- Amanda Skaggs
- Cynthia Weeks-Kummer
- Darren Padilla
- Doug Ziegenfuss
- E. Keith Jeter
- Jean Schwindt
- Kim Rubin
- Ludvic Presto
- Margaret Thompson
- Marsha Hahn
- Michael Helmke
- Mike Lindale
- Monica Anderson
- Robin Furrule

### Committee Members
- Faith Belote
- Lyndon Remias

---

## President’s Message…

Our chapter has certainly been busy this year! From officer elections, member surveys, training events, and planning for upcoming seminars and conferences, we have really made an effort to make this year count! Please make our efforts worthwhile and consider attending the events below. We have worked hard to make sure they are informative, relevant, and interesting to our members.

- **March** – CIA Exam Review Course
- **March** – IT Auditing Day
- **April** – 2016 Williamsburg Fraud Conference

We have tried to provide a wide array of choices. Specific details on these events are provided on the following page. I hope to see you there!

Sincerely,

Chris Crawford

IIA Tidewater Chapter President – 2015/2016

---

**Call for Volunteers!**
The Tidewater Chapter welcomes volunteers to fill Officers, Directors and Committee positions. Please contact Chris Crawford at chris.crawford@dominionenterprises.com if you want to join our team!
IIA TIDEWATER CHAPTER

Providing our members with opportunities to grow professionally and to better serve their employer through training, networking, professional certification and leadership development.

Upcoming Chapter Events

Here is a sneak peek at some of the exciting events coming up within the next few months. Please visit our website at https://chapters.theiia.org/tidewater for online registration and additional information.

March 5 & 12, 2016  CIA Exam Review Course (Part 3)
16 CPEs, ODU Higher Education Center, Virginia Beach
Instructed by Lyndon Remias, Room 217
Cost: $200 for students that already have CIA Learning System books
Cost with book: $250 Members / $300 Non-Members

March 15, 2016  IT Auditing Day
8 CPEs, VMASC, Suffolk
Cost:  $100 Members / $125 Non-members

April 27-28, 2016  Williamsburg Fraud Conference
16 CPEs, Williamsburg Double Tree Hotel
Cost:  $425
Mark your calendars in April for the 2016 Annual Williamsburg Fraud Conference for 2 full days of excellent, informative fraud training presented by experienced professionals.

Please visit the Tidewater Chapter’s website to register for chapter events and to learn more about upcoming training opportunities. We look forward to seeing you at an upcoming chapter event!

Spring Training Seminar (Southwest IIA Chapter Event)

April 19-20, 2016  Addressing Corruption and Conflicts of Interest
16 CPEs, Roanoke Higher Education Center
For registration or additional information on the Spring Training Seminar visit the Southwest Chapter website or contact Tammy Spradlin, tspradlin3@liberty.edu.
The IIA Tidewater Chapter is hosting the Annual CIA Exam Review Course presented by Lyndon Remias, CPA, CIA, City Auditor City of VA Beach. Part 3 is the last session of the 3 Part CIA Review Course offered in collaboration with The Institute of Internal Auditors (IIA). This LIVE instructor led CIA review course is designed to help prepare students for the Certified Internal Auditor (CIA) examination. The course utilizes the IIA CIA Learning System, a premier-quality exam preparation program developed by The IIA.

Saturday, March 5, 2016 & Saturday, March 12, 2016
8:30am – 4:00PM 16 CPEs

VA Beach Higher Education Center
1881 University Drive - Room 217 Virginia Beach, Virginia 23453

Learning Objectives: The CIA exam Part 3 topics tested include governance and business ethics; risk management; organizational structure, including business processes and risks; communication; management and leadership principles; information technology and business continuity; financial management; and the global business environment. Click here to view the complete exam syllabus or visit https://na.theiia.org.

Registration Fee: Students that already have CIA Learning System book: $200
With book included: $250 Members / $300 Non-Members

Part 1 & Part 2 CIA Exam Review Courses
Coming in November 2016
An IIA Professional Credential can move your career in the right direction, whether you’re just starting down the audit path or taking your career to new heights. Drive to new opportunity, with increased earning potential*, deeper knowledge, and enhanced credibility. By earning your qualification or certification, your clients and employer know that you are a valuable team asset who is highly motivated, knowledgeable, and committed to ensuring quality is part of everything you do. Download the Latest Global Certifications Brochure.

IIA Certifications Available:

- Qualification in Internal Audit Leadership (QIAL)
- Certified Internal Auditor (CIA)
- Certification in Control Self-Assessment (CCSA)
- Certified Government Auditing Professional (CGAP)
- Certified Financial Services Auditor (CFSA)
- Certification in Risk Management Assurance (CRMA)

To learn more about IIA Certifications visit https://na.theiia.org/certification

*According to the IIA’s 2014 Internal Audit Compensation Study, the average salary of internal auditors who hold one or more certifications is 30 percent higher than that of peers with no certifications (based on U.S. responses).
Providing our members with opportunities to grow professionally and to better serve their employer through training, networking, professional certification and leadership development.

IIA eLearning Opportunities

In depth training from the comfort of your home or office.

<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
<th>CPEs</th>
<th>*Fee</th>
<th>Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 1-10, 2016</td>
<td>Critical Thinking for Auditors</td>
<td>8</td>
<td>$249</td>
<td>eWorkshop</td>
</tr>
<tr>
<td>March 10, 2016</td>
<td>Environmental, Health and Safety (EHS) Auditing</td>
<td>1</td>
<td>$0</td>
<td>Webinar</td>
</tr>
<tr>
<td>March 15, 2016</td>
<td>Auditing Cybersecurity in an Unsecure World</td>
<td>1</td>
<td>$0</td>
<td>Webinar</td>
</tr>
<tr>
<td>March 15-24, 2016</td>
<td>CGAP 4-Part Review</td>
<td>10</td>
<td>$249</td>
<td>eWorkshop</td>
</tr>
<tr>
<td>March 16, 2016</td>
<td>Fundamentals of Internal Auditing</td>
<td>4</td>
<td>$240</td>
<td>eSeminars</td>
</tr>
<tr>
<td>April 19, 2016</td>
<td>The Evolution of Internal Auditing: Assure, Advise, Anticipate</td>
<td>1</td>
<td>$0</td>
<td>Webinar</td>
</tr>
<tr>
<td>May 2-11, 2016</td>
<td>Audit Report Writing</td>
<td>16</td>
<td>$850/$950</td>
<td>eSeminars</td>
</tr>
<tr>
<td>May 17, 2016</td>
<td>Preparing for a Successful External Quality Assessment</td>
<td>1</td>
<td>$0</td>
<td>Webinar</td>
</tr>
</tbody>
</table>

*Pricing shown is for IIA members

Visit the IIA website [www.theiia.org](http://www.theiia.org) for a full listing of eLearning opportunities and for registration. There are also many resources available such as Standards & Guidance including mandatory and strongly recommended guidance and the IIA Bookstore.
Employment Postings

Colonial Williamsburg Foundation
Position: Internal Auditor

About Colonial Williamsburg: Established in 1926, the Colonial Williamsburg Foundation is the not-for-profit educational institution that preserves and operates the restored 18th-century Revolutionary capital of Virginia as a town-sized living history museum, telling the inspirational stories of our nation’s founding men and women. The Colonial Williamsburg Foundation is the largest outdoor living history museum in the world. The mission of the Foundation is to enable the future to learn from the past through a variety of educational programs inspired by this nation's struggle to define what it means to become Americans.

Internal Auditor Job Description:
- Assists in the audit of operations and accounting processes that are relatively complex
- Observes, documents, and evaluates accounting and operational procedures and internal controls
- Assists in the development of audit program and performs audit procedures established in the program
- Documents and discusses with management discovered weaknesses in accounting and operational procedures and internal controls and recommends corrective actions
- Assists with preparing audit reports

Job Requirements:
- Four year degree in business with concentration in accounting, plus two or more years experience in accounting, internal audit or the attest function
- Certified Public Accountant (CPA) or Certified Internal Auditor (CIA) candidate
- Working knowledge of generally accepted accounting principles
- Excellent analytical and oral and written communication skills
- Familiarity with information systems
- Ability to exercise good judgment; and demonstration of a professional manner

Highly desirable:
- Certified Internal Auditor or Certified Public Accountant.

Compensation: Up to $47,500 commensurate with experience.

Apply Online at http://www.colonialwilliamsburg.org/jobs or come to Colonial Williamsburg Human Resources, 427 Franklin Street. Williamsburg, VA
Providing our members with opportunities to grow professionally and to better serve their employer through training, networking, professional certification and leadership development.

**PRA Group**
**Position: Staff Auditor**

**FLSA Status:** Exempt  **Reports To:** Manager, Corporate Audit Services  **Department:** CAS

**Position Summary:** The Staff Auditor will assist Corporate Audit Services (CAS) in becoming a best-in-class audit function while conducting and reporting on business process, operational, financial and compliance audits and other reviews in support of the Corporate Audit Services audit plan and Sarbanes-Oxley (SOX) compliance. They will play a key role in the promotion of CAS within the business by working closely with other departments within the organization and may involve recommendation of new or enhanced control activities through assurance or advisory services. Under direction of Corporate Audit Services Director and/or Manager, the auditor is responsible for the timely execution of risk-based internal audits in accordance with the annual audit plan, as well as assisting with other audit matters and projects. Assists in identifying areas of risk within the business environment and assess the adequacy of internal controls mitigating those risks. Maintain excellent working relationships with key stakeholders in the organization.

**Est. % of Overall Duties:**  **Key Responsibilities (other duties may be assigned):**

- **15%:** Conduct risk assessments of assigned department or functional area in established/required timeline.
- **25%:** Establish risk-based audit programs in conjunction with Audit Manager and/or Auditor in Charge.
- **10%:** Review suitability of internal control design.
- **40%:** Develop and perform internal audit testing procedures and processes while working on multiple projects.
- **10%:** Communicate, verbally and in writing, findings to Senior Management and draft comprehensive and complete report of audit area.
- **NA:** Follow departmental quality standards in the execution of performing audits and associated documentation.
- **Varies:** Participate in advisory, project or ad hoc audit activities as requested by management.
- **Varies:** May have to work with external consultants or seconded staff on key projects.

**Professional Experience/Qualifications:**

- Bachelor’s degree in accounting, business or technology related field.
- Auditing or Accounting Certification preferred.
- At least 2 years of Internal Audit, Compliance, or Risk Management experience.
- Knowledge of internal controls and industry best practices.
- Flexibility to work across functions, able to identify and address audit needs.
- Excellent analytical, organization and multitasking skills.
- Proficiency with the Microsoft Office products (Word, Excel, PowerPoint, Visio, Project).
- Strong work ethic and attention to detail.
Quarter 1 2016 Newsletter

IIA TIDEWATER CHAPTER

Providing our members with opportunities to grow professionally and to better serve their employer through training, networking, professional certification and leadership development.

- Excellent verbal and written communication skills.
- Able to work in a flexible environment and work well under pressure and within short deadlines.
- Willingness to travel domestically & internationally.
- Knowledge of data mining tools such as ACL, Idea, SQL or MS Access preferred.
- Knowledge of regulations, e.g. FCA, CFBP, HIPAA, PCI, GBLA, preferred.
- Financial services industry experience is a plus.

Work Environment:
The ideal candidate will have the capacity for adapting to a dynamic environment and will be challenged to continue to develop professionally in a supportive atmosphere. Team work and collaboration are highly encouraged, excellence is rewarded and diversity is respected and valued. The individual must be looking for a challenge, be a self-starter able to work independently on allocated tasks and have a keen understanding of internal control testing as well as familiarity with various regulatory frameworks.

CONTACT - Paul Johnson: pajohnson@pragroup.com

PRA Group
Position: IT Auditor

Position Summary:
Conduct and reports on Information technology (IT) and integrated audits in support of the audit plan for PRA Corporate Audit Services. Under direction of the IT Audit Sr. Manager, responsible for the timely execution of risk-based IT audits. Assist team leaders, managers, and other auditors in accomplishing audit goals by performing IT governance and business process related projects including application assessments, security and controls assessments, and integrated audits, new system implementations, and special projects in a team environment. Assess the adequacy of internal controls related to the confidentiality, availability and integrity of data; identifying areas of risk within the IT environment and advising about risk control considerations. The ideal candidate will work collaboratively to drive progress of the team, have the capacity for adapting to a dynamic environment, and be challenged to continue to develop professionally in a supportive atmosphere.

Key Responsibilities:
- Assist in the preparation of draft process level risk assessments to assist in developing audit program and test steps to evaluate audit entities.
• Execute the work outlined in the audit work program in the performance of IT Audits for a wide range of technology environments, including key areas of an IT organization: information security, system development, change management, IT operations, and disaster recovery.
• Provide adequate project or technical analysis supporting all audit work performed to support conclusions.
• Regularly interact and communicate with auditees.
• Assist in preparation of written report to management to communicate results of audit.
• Track remediation efforts for opportunities noted in audit reports and conduct post-audit follow-up.
• Assist IT Audit Sr. Manager in directing the activities of staff auditors and review work product of staff level auditors.
• Assist with other audit matters and projects.
• Interact effectively with co-workers and clients at all levels, as to foster and maintain strong working relationships.

Professional Experience/Qualifications:
• Bachelor’s degree in accounting, business or technology related field
• At least 3 years of IT experience or IT audit experience and monitoring of IT systems
• Knowledge of internal controls, information technology governance standards, industry best practices (i.e., COBIT, NIST, ITIL, etc.) and other IT frameworks and methodologies.
• Familiarity with critical applications, data warehouse; knowledge of technology areas including networks, communications, operating systems, databases, and web technologies
• Excellent analytical, organization and multitasking skills
• Proficiency with the Microsoft Office products (Word, Excel, PowerPoint)
• Strong work ethic and attention to detail
• Excellent verbal and written communication skills
• Able to work in a flexible environment and work well under pressure and within short deadlines
• Willingness to travel domestically & internationally
• CISA, CISSP, CIA, CPA or similar designation, preferred
• Knowledge of data mining tools such as ACL, Idea, SQL or MS Access, preferred
• Knowledge of regulations, e.g. HIPAA, PCI, GBLA, preferred
• Financial services industry experience is a plus

Other:
• Work evenings and weekends, as needed
• Travel, as needed, up to 15%

CONTACT - Tamara Fowler: tafowler@portfoliorecovery.com
Providing our members with opportunities to grow professionally and to better serve their employer through training, networking, professional certification and leadership development.

**TIDEWATER IIA CHAPTER LEADERS**

The following individuals have been appointed to lead our committees for the 2015 – 2016 Chapter year.

<table>
<thead>
<tr>
<th>Committee</th>
<th>Leader(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Relations</td>
<td>Doug Ziegenfuss</td>
</tr>
<tr>
<td>Audit Committee</td>
<td>Faith Belote</td>
</tr>
<tr>
<td>Budget &amp; Finance</td>
<td>Tony Markun/Christine Hovious</td>
</tr>
<tr>
<td>Bylaws</td>
<td>Jean Schwindt/Mark Crist</td>
</tr>
<tr>
<td>Chapter Achievement</td>
<td>Doug Ziegenfuss</td>
</tr>
<tr>
<td>CIA Committee Chair</td>
<td>Lyndon Remias/Monica Anderson</td>
</tr>
<tr>
<td>Communications/Newsletter &amp; Advertising</td>
<td>Linda Brown</td>
</tr>
<tr>
<td>Cvent Administration</td>
<td>Mike Helmke/Kim Rubin</td>
</tr>
<tr>
<td>Directory</td>
<td>Darren Padilla</td>
</tr>
<tr>
<td>District Conference Chairs - 2015</td>
<td>Tony Markun/Darren Padilla</td>
</tr>
<tr>
<td>Employment</td>
<td>Monica Anderson</td>
</tr>
<tr>
<td>Hospitality</td>
<td>Lara Traynham</td>
</tr>
<tr>
<td>Long Range Planning</td>
<td>Ludvic Presto</td>
</tr>
<tr>
<td>Membership</td>
<td>Chris Crawford/Keith Jeter</td>
</tr>
<tr>
<td>Nominating</td>
<td>Amanda Skaggs</td>
</tr>
<tr>
<td>Program</td>
<td>Chris Crawford/Christine Hovious</td>
</tr>
<tr>
<td>Recognition</td>
<td>Marsha Hahn</td>
</tr>
<tr>
<td>Research</td>
<td>Doug Ziegenfuss</td>
</tr>
<tr>
<td>Webmaster</td>
<td>Kim Rubin</td>
</tr>
<tr>
<td>CPE Admin</td>
<td>Cynthia Weeks-Kummer</td>
</tr>
</tbody>
</table>

The Tidewater Chapter welcomes volunteers to fill officers, directors and committee positions. Please contact Chris Crawford at chris.crawford@dominionenterprises.com if you want to join our team!