



Senior Accounting Manager

Location: New York, NY (Harlem)

Type: Full Time, Exempt

About StreetSquash

StreetSquash was founded in Harlem in September 1999 as the second squash and education program in the United States. A comprehensive youth enrichment program, StreetSquash combines academic tutoring, squash instruction, community service, college preparation, leadership development, and mentoring for young people ages 11-24. What began as an after-school program with 24 middle school students and two staff members has expanded to serve upwards of 500 participants from 6th grade through college graduation and entry into the workforce. Learn more about us at www.streetsquash.org.

About the Position

Reporting to the Executive Director (ED), the Senior Accounting Manager will oversee all finance, accounting, and reporting activities. As a member of the Leadership Team, the Senior Accounting Manager will support presentations to the board finance committee and will work closely with other Leadership Team members.

The Senior Accounting Manager will lead all day-to-day finance operations of a budget of \$3.5 million and be responsible for the organization's bookkeeping. They will oversee accounting, accounts payable, accounts receivable, payroll, and grant reporting. The Senior Accounting Manager will ensure that StreetSquash has the systems and procedures to support effective program implementation and conduct flawless audits. The Senior Accounting Manager will work closely with the Program Directors and their staff to educate them regarding finance and accounting procedures and explore how the finance function can support program operations.

Position Responsibilities

Finance and Accounting Leadership

- Oversee all accounts, ledgers, and reporting systems, ensuring compliance with appropriate GAAP standards and regulatory requirements.
- Maintain internal control and safeguards for receipt of revenue, costs, program budgets, and actual expenditures.
- Work with StreetSquash Accountant to coordinate all audit activities.
- Consistently analyze financial data and present financial reports in an accurate and timely manner; clearly communicate monthly, quarterly, and annual financial statements; monitor progress and changes and keep the ED abreast of StreetSquash's financial status.
- Assist StreetSquash's ED in the annual budgeting and planning process; administer and review all financial plans and compare to actual results with a view to identify, explain, and correct variances as appropriate.

- Support the Chair of the Finance Committee and the Treasurer in engaging the board's Finance Committee around issues and trends in financial operating models and delivery.
- Oversee all financial, project/program, and grant accounting; ensure that expenditures are consistently aligned with grant and program budgets throughout the grant/fund period.
- Manage organizational cash flow forecasting by working with the Program Directors and continuously collaborating with them to assess the financial efficacy of program operations and establish finance and administrative systems to support program operations.
- Manage and track the performance of invested assets in keeping with policies and investment guidelines.

Requirements

Specific requirements include:

- Minimum of a BA; CPA and/or MBA preferred
- 5 -7 years of nonprofit experience coordinating audit activities and managing reporting, budget development and analysis, accounts payable and receivable, general ledger, payroll, and accounting for investments
- Knowledge of Salesforce is required.
- Keen analytic, organization, and problem-solving skills which allow for strategic data interpretation versus simple reporting
- Strong interpersonal and communication skills; experience in effectively communicating critical data, including presentations to senior management, board, or other outside partners
- Ability and desire to translate complex financial concepts to individuals at all levels, including finance and non-finance managers

Qualifications & Experience

- Ability to provide leadership in strengthening internal communications with staff at all levels throughout the organization; create and promote a positive and supportive work environment.
- Personal qualities of integrity, credibility, and unwavering commitment to StreetSquash's mission; a proactive, hands-on strategic thinker who will own, in partnership with the CFO, the responsibility for finance
- Drive for success in efforts to achieve organization and departmental goals.
- Solid organizational abilities, including planning, program development, and task facilitation
- Able to understand program data and the purpose of its usage

Commitment: StreetSquash values long-term, deep, impactful work with students. It takes years to cultivate relationships, and staff retention is critical to organizational success. This is not a transitional role or a temporary stepping stone. Candidates should be prepared to commit for the long haul, just as we are committed to supporting our staff to develop and grow.

Compensation & Benefits: StreetSquash offers competitive compensation, commensurate with experience. Salary is \$80k-100k. Full benefits include employer-supported health coverage,

monthly MetroCard or equivalent transit stipend, monthly cell phone stipend, FSA, paid federal holidays, 20 days of paid vacation plus the week between Christmas and New Year, 35 hours of sick time, 3 personal days (after the first 90 days), and 401k contributions (after 3 months of employment).

Application Process: Interested candidates should send a resume and cover letter to jen@streetsquash.org with Senior Accounting Manager Position in the subject line.

Only complete will be reviewed, and only shortlisted candidates will be contacted. Final applicants must consent to a pre-employment background check and employment verification. A background check is required to extend a job offer.

StreetSquash is an equal opportunity employer with a commitment to diversity. We encourage all qualified applicants to apply. No knowledge of squash is necessary for this position.