



ACCOUNTING MANAGER JOB ANNOUNCEMENT

TITLE	Accounting Manager
FLSA STATUS	Exempt
PAY CLASS	Full-Time
REPORTS TO	Chief Financial Officer
LOCATION	Santa Ana, California (Hybrid Schedule- 2 days remote/3 days on-site)

Who is Charitable Ventures?

Charitable Ventures was created to make sure nonprofits are resilient, effective and empowered so they can serve their communities when they are needed most. Aiming to make our community more socially, racially and economically just, our employees guide and design strategies to effectively address those needs.

Do you have a passion for overseeing the financial activities of an organization while at the same time providing thoughtful leadership and management to a team of accountants?

If so, your passions align with the Charitable Ventures mission!

What are we looking for in our next team member?

Answer the questions below to see if you may be our new team member!

Are you ready to:

- Provide financial oversight across all nonprofit projects on the Charitable Ventures platform?
- Manage day-to-day accounting processes and month-end close procedures?
- Generate and distribute reports?
- Manage fund accounting and grant reports?
- Coordinate annual budget process for all nonprofit projects?
- Develop training and collateral to support nonprofit leaders?
- Provide leadership to a growing and developing nonprofit accounting team?
- Support the critical work of the social sector?
- Work with like-minded people?



If you answered yes to any of the questions above, your next career may be waiting for you at Charitable Ventures! And we would love to explore it with you.

Job Summary

The primary role of the Accounting Manager is the creation of financial transactions and the preparation of various financial documents. Working closely with the Chief Financial Officer, the Accounting Manager supports smooth financial operations and to prepare all financial components of the fiscal sponsorship platform. The Accounting Manager ensures that all income and expenses are recorded in compliance with State and Federal guidelines, laws, and regulations.

This position will be responsible to develop and guide the Finance team towards meeting organizational goals along with organizing resources, tasks and processes to efficiently accomplish team objectives.

What are the desired qualifications?

Education:

Bachelor's degree in business or related field required. Professional accounting certification preferred including CPA, CMA, CGA or CA.

Experience:

- 10+ years of accounting experience is required.
- 5+ years of equivalent level accounting management experience is required.
- 3+ years' experience working in non-profit audit & accounting experience is preferred.

Compensation Commensurate with experience, education, and market (\$80,000 - \$90,000 per year)

Benefits

- All employees: 401(k) voluntary employee contribution
- Full-time employees (30 or more hours per week): health insurance (medical, dental, vision); paid time off; company-wide holidays
- **But the most rewarding benefit is your ability to contribute to building stronger communities!**



Is this job not a right fit for you? Maybe it is for a colleague, friend, or neighbor. Please refer anyone that may be a good fit! And check back for other postings as you may become a team member through *your* unique skills and experiences!

Company Summary

Launched in 2007, Charitable Ventures is a non-profit organization dedicated to creating positive social impact through transformative ideas and investments. The agency provides incubation, sponsorship, and capacity building services such as planning, facilitation, and evaluation for funders, non-profit organizations, government, and community leaders throughout California.

Charitable Ventures maximizes the impact of emerging and established nonprofits, as well as donors and foundations with a passion for change – and is considered an essential part of the nonprofit sector infrastructure in Southern California. Since inception, it has fiscally sponsored more than 60 projects that address a wide array of social issues.

Applications: Please send cover letter and resume to HR@charitableventuresoc.org.

Charitable Ventures is committed to the principle of equal employment opportunity. In all that we do, Charitable Ventures supports its clients, projects, staff and partners through our commitment to equity, economic and social justice, diversity and inclusion, and in ways that uplift our communities' assets and potential.