

## **Posting Information**

**Position Title:** Accounting/Finance Manager

**Position Type:** Full-Time Employment

**Position Location:** Lehi, Utah

**Position Pay:** \$75,000 - \$92,500

**Hiring Manager:** Abram Young | [hr@yuniquefoundation.org](mailto:hr@yuniquefoundation.org) | 385.256.9573

## **Foundation Purpose**

The Yunique Foundation exists to eradicate child sexual abuse and its impacts. We provide healing educational retreats, support groups, and online healing resources for adult female survivors. We also provide online prevention resources and community education courses/materials for parents and caregivers to reduce the risk of abuse from occurring. Lastly, we know that this issue thrives in secrecy and silence, so we seek to grow public awareness of this silent epidemic. Our ultimate goal is to improve lives through the elimination of child sexual abuse.

## **Qualifications**

We are seeking accounting manager to oversee the organization's financial accounting and reporting processes and to provide oversight in implementing, monitoring, and maintaining key internal controls.

### *Educational/Professional Requirements*

- Bachelor's Degree in accounting or related field
- CPA a plus

### *Experience Requirements*

- 5+ years of experience as an accounting or finance professional
- Proficiency in application of US GAAP
- Strong organizational skills and attention to detail
- Proficiency with NetSuite preferred
- Non-profit experience preferred

## **Responsibilities**

- Provide key input in the creation of the organization's financial reporting strategy, and provide oversight in implementing, monitoring, and maintaining that strategy.
- Provide accurate and timely reporting for the executive team, department managers, and the Board of Directors.
- Lead the team to meet the accounting requirements for AP, AR, payroll, etc.
- Ensure best financial practices are observed including appropriate controls.
- Maintain financial transparency to employees, donors, and other external bodies.
- Assist in providing accurate and timely reporting to state and federal regulatory bodies.
- Administer and maintain technology solutions utilized by the finance department.
- Execute general office duties including spreadsheet management and email campaign management.