

Senior Accountant

Are you a self-motivated, detailed, analytical thinker who loves to help people understand accounting policies, procedures, and processes? Do you want to work in a mission-oriented organization that wants to make a difference in the lives of our members from cradle to career?

We are seeking an experienced Senior Staff Accountant to join our team at the YMCA of Snohomish County!

Why the Y?

Our staff members are individuals who work hard, serve others, and care deeply about the community. We make a difference. Our work environments are diverse and full of opportunities to impact others. If this is your calling, join us – we could use someone like you!

Our benefits are AMAZING!

- **Free** family YMCA membership (value of \$119/month) for full-time staff
- **Free** training offered for all positions & get paid while you train for your job!
- 50% off licensed child care for full-time staff
- 20% off programs and services for all staff
- Competitive benefits package for full-time staff including: Medical, dental, life and long term disability insurance
- Paid time off (available after 90 days) and 8 paid holidays for full-time staff
- Retirement paid at 12% annual compensation after 2 years of service (minimum 1,000 hours worked in each year)
- Cheery, dynamic cause-driven work environment, like no other!
- Flexible work schedules and a family-friendly environment.
- Paid training for CPA coursework or for ongoing CPE
- Paid membership for WSCPA

An exceptional candidate will have:

- Knowledge or familiarity of SGA Accounting software, preferred
- Three or more years of experience in Accounting field
- One year or more previous direct supervisory experience
- Strong critical thinking, problem solving, and decision making skills

Seeking applicants with full-time work availability Monday - Friday. Available to participate in evening and weekend work activities, as needed. This position is not able to work remotely at this time.

Position Summary:

Provides senior-level accounting expertise and support to the organization. Manages the month-end closing process. Designs and prepares internal financial statements. Assists with key sections of external

audits and reporting requirements to outside agencies. Understands and implements GAAP in a variety of business situations. Provides fiscal leadership to YMCA branch staff. Reviews and reconciles general ledger accounts as assigned.

Job Duties/Responsibilities:

- Supervise 2-4 staff within the Accounting department
- Monitor cash reporting system for the Association by preparing appropriate reconciliation of depository cash on hand and monthly reconciliation of bank statements.
- Manages the month-end and year-end financial closing processes including: initiating, reviewing, and entering journal entries; uploading selected entries; driving the team through the closing process using checklists.
- Ensures timely production and distribution of financial statements. Ensures balancing and accuracy in financial statements.
- Supports annual insurance renewal. Monitors and manages prepaid insurance account and recurring allocations of insurance costs. Coordinates with insurance carriers for any needed Certificates of Insurance.
- Supports the annual audit, including select roll-forward schedules.
- Prepares assigned sections of the annual 990 federal tax return.
- Support branches with budget and forecasting process.
- Consult with and train Association staff on appropriate treatment of accounting items.
- Other duties as assigned including Y-USA annual reporting, and annual filings with state or local government agencies.

Qualifications:

- Bachelor's degree in accounting preferred.
- Three or more years of experience in accounting.
- Demonstrated understanding of Generally Accepted Accounting Principles (GAAP).
- One year or more previous direct supervisory experience.
- Excellent computer skills to include knowledge of Accounting and Financial systems including Microsoft Office products, especially in Excel.
- Be able to work independently; have solid attention to detail and accuracy; have superior analytical and problem solving skills; have excellent organizational, time management, and decision making skills; and have the flexibility to change priorities as required. Must meet absolute deadlines.
- Strong interpersonal and communication skills, including positive interaction with staff and community leaders.
- Ability to maintain proper discretion working with confidential information.
- Previous experience with diverse populations preferred.
- Satisfactory credit background check is required.

Our Commitment to Inclusion:

The Y is made up of people of all ages and from every walk of life, working side by side to strengthen communities. Together we work to ensure that everyone, regardless of ability, age, cultural background,

ethnicity, faith, gender, gender identity, ideology, income, national origin, race or sexual orientation, has the opportunity to reach their full potential with dignity. Our core values are caring, honesty, respect and responsibility—they guide everything we do.

We look forward to having you on our YMCA team!

*The YMCA is an Equal Opportunity Employer that celebrates diversity at all levels of our organization!

****No recruiters, please.**