

Global Impact - Accounting Manager – C3/C4 Operations

The Accounting Manager for C3/C4 Operations manages the accounting and finance functions of Global Impact for the Finance & Business Services (FBS) Department. The AM manages Fiscal Sponsor and Fiscal Agency clients with a focus on grant-making to and from both 501 c 3 and 501 c 4 organizations (the latter through our partner C4 organization, Global Impact Social Welfare Fund).

Responsibilities:

Fiscal Service Management & Delivery

- Oversee the fiscal service operations of assigned Global Impact clients
- Work with legal and executive team to develop, implement and monitor policies around tracking and reporting lobbying (C3 and C4) and political activity (C4 only)
- Document accounting policies and procedures and maintain accounting manual
- Oversee client cash management
- Manage consolidated audit & tax process for clients and complete reporting for clients on a timely basis
- Manage and coach the accounting staff; ensure the team delivers the highest standard of departmental, cross-departmental, external teamwork, and customer service

Fiscal Service Client Relationship Management

- Serve as primary contact for client relationships
- Facilitate communications between stakeholders (legal, insurance, IT, banking committees & board members) on behalf of clients

Team Management

- Provide oversight and management of two-three direct reports (Senior Accountants)
- Engage with the Finance & Accounting Team leadership and collaborate to help fulfill the mission

Qualifications

- Bachelor's degree in accounting (CPA or MBA desirable) **and/or a combination of education and 8 – 10 years progressive experience in accounting roles**
- Non-profit accounting and/or management experience with ***both*** C3 and C4 organizations required (affiliated organizations preferred)
- Experience with tracking and reporting lobbying, lobbying rules and definitions (both C3 and C4) required
- Experience with donor grant agreements, grant management, and restricted grant accounting (including revenue recognition, net asset tracking, and indirect allocation accounting) required
- Experience with grant making and cloud-based software platforms a plus
- Experience with cloud-based accounting software, and proficiency with Microsoft Office products (including advanced Excel skills) required
- Knowledge of banking cash management systems

- Demonstrated ability to lead projects from start to completion, to manage numerous clients and client relationships, and to manage staff
- Great customer service attitude
- Ability to build relationships with all organization stakeholders
- Attention to detail and an ability to identify problems quickly and work through resolution either alone or with team
- Excellent written and verbal communication skills
- Experience with online accounting platforms such as Bill.com, Wizehive, etc. a plus
- Additional IT networking knowledge is helpful and willing to learn
- Ability to learn new software systems

Working at Global Impact

Candidates must be eligible to work in the United States for more than one year. Visa sponsorship is not available. This is a full-time position with the potential to be fully remote – must be able to work majority of hours in the eastern or central time zone. Position has the availability for flexible hours. For team members who are local to our Alexandria, VA office, one day in the office is required.

At Global Impact, we passionately celebrate a culture of belonging. We are committed to cultivating and nurturing a workplace of diversity, equity, and inclusion. Our work will grow and transform philanthropy, our global community, and ourselves.

Global Impact encourages individuals to apply for this position who are of underrepresented backgrounds including, for example, race, ethnicity, religion, gender identity, and sexual orientation.

The salary range is \$115K to \$125K, depending on the experience you bring. On top of the competitive salary that we are offering, you'll receive 16 paid holidays and 25 paid days off. We provide an excellent benefits plan including parental leave, medical, dental, short-term, and long-term disability, and a 401K program.

[Please apply here.](#)

We look forward to hearing from you!