



Controller

Job Description • National Office, Cornelius, NC

CONTRACT	Full-Time, Exempt	LOCATION	National Office, Cornelius, NC
REPORTS TO	Commissioner		
SALARY RANGE	\$90,000–\$110,000, commensurate with experience		
BENEFITS	Employer-contributed health insurance (medical, dental, vision), phone stipend, 401K, life insurance		

ABOUT THE GIRLS ACADEMY

The Girls Academy is the leading youth development platform for the best female soccer players in the United States. We are the only national youth soccer platform that represents the collective vision of member clubs and actively engages the voice of the players to take real ownership of the league. We embrace the desire of club members and players to maintain an unrivaled standard of excellence in coaching, competition, and regional and national showcase events throughout the year.

The Girls Academy is committed to cultivating an environment that empowers each player to reach their best potential as an exceptional athlete and human being by celebrating the player's journey with a lifelong love of the game through competition, showcases, and camaraderie.

The Girls Academy is an equal opportunity employer committed to building a diverse and inclusive team that reflects the communities we serve.

SUMMARY

The Girls Academy is seeking an experienced Controller to lead the organization's financial operations during an exciting period of organizational growth. Reporting directly to the Commissioner, the Controller will oversee accounting, financial reporting, budgeting, internal controls, audit coordination, and financial planning while helping build a sustainable finance function that supports a national, multi-million-dollar nonprofit organization.

The successful candidate will serve as a strategic partner to executive leadership and the Board, ensuring sound financial stewardship, operational excellence, and compliance with nonprofit accounting standards.

RESPONSIBILITIES

Financial Leadership

- Lead the organization's finance and accounting function.
- Serve as the primary financial advisor to the Commissioner.
- Prepare monthly, quarterly, and annual financial reports for executive leadership and the Board.
- Monitor organizational financial performance, cash flow, and key financial metrics.
- Support long-term financial planning and organizational growth initiatives.

Budgeting & Financial Planning

- Lead development of the annual operating budget.
- Prepare financial forecasts and variance analyses.
- Partner with department leaders on budget planning and financial decision-making.
- Provide strategic financial recommendations to leadership.

Accounting & Financial Operations

- Oversee the monthly and year-end close process.
- Maintain the general ledger and chart of accounts.
- Review reconciliations, journal entries, and financial reporting for accuracy.
- Ensure compliance with Generally Accepted Accounting Principles (GAAP) and organizational policies.

Audit, Compliance & Governance

- Serve as the primary liaison with external auditors.
- Coordinate the annual independent audit.
- Coordinate preparation of the annual Form 990 with external professionals.
- Maintain and strengthen internal controls, accounting policies, and financial procedures.
- Support Finance Committee and Board reporting.

Systems & Process Improvement

- Oversee financial systems, reporting tools, and accounting software.
- Document and improve financial processes and workflows.
- Identify opportunities to increase efficiency, strengthen reporting, and enhance internal controls.

Transition & Organizational Development

- Lead the phased transition of financial operations from the organization's current outsourced accounting provider.
- Coordinate knowledge transfer, documentation, and implementation of new financial processes.
- Partner with external accounting professionals during the transition period to ensure continuity of operations.
- Help build the long-term finance structure of the organization.

REQUIRED QUALIFICATIONS

Education

- Bachelor's degree in accounting, finance
- CPA designation preferred.

Required Position Qualifications

- Minimum of 7 years of progressive accounting and financial leadership experience.
- Experience leading nonprofit or association finance operations preferred.
- Demonstrated experience managing audits, budgeting, financial reporting, and internal controls.
- Strong knowledge of GAAP and nonprofit accounting principles.
- Experience with QuickBooks and Microsoft Office, particularly Excel.
- Excellent analytical, communication, and organizational skills.

ORGANIZATIONAL STRUCTURE

The Controller reports directly to the Commissioner and works collaboratively with executive leadership, the Finance Committee, the Executive Committee, and external auditors.

The Controller will oversee internal or outsourced accounting support as the finance function is developed, to include transactional activities, including accounts payable, accounts receivable, cash receipts, credit-card documentation, and other day-to-day accounting processes.

The Girls Academy currently partners with external professionals for payroll, the annual independent audit, tax filings, and other specialized accounting services. The Controller will oversee these relationships and ensure the effective coordination of all financial operations.

HOW TO APPLY

Interested candidates should submit a cover letter and resume to: **info@girlsacademyleague.com**