Position: Controller  
Organization: After School All-Stars  
Location: National Headquarters in Los Angeles, CA

ORGANIZATION BACKGROUND:  
Founded in 1992, After-School All-Stars provides free, daily afterschool programs to over 90,000 youth in over 450 school sites in 19 chapters across the U.S. Our vision is for our All-Stars to be safe and healthy, to graduate high school and go on to college, to find a career they love, and to give back to their communities.

A UNIQUE OPPORTUNITY:  
After-School All-Stars is currently seeking a results-driven and accountable Controller to manage and improve the organization’s financial performance and direct our accounting operations. The Controller will be a key member of the Operations Team with responsibilities in finance and fund accounting. The Controller will report to the Chief Operating Officer and will manage a team of three direct reports and a total team of ten.

SPECIFIC REQUIREMENTS:  
- Prepare monthly and quarterly financial statements for the organization according to GAAP regulations  
- Analyze financial data  
- Develop, implement, and maintain financial controls and guidelines  
- Guide financial decisions by applying company policies and procedures to current economic landscape  
- Oversee and prepare income statements  
- Oversee budget process for organizational budget  
- Streamline accounting functions  
- Develop short- and long-term goals for strategic organizational financial growth  
- Evaluate and manage fiscal risks  
- Coordinate and lead audit process  
- Experience creating and enhancing accounting systems  
- Cultivate and maintain relationships between the ASAS national office and the broader ASAS network.  
- Manage fiscal policies and internal controls  
- Oversee multi-state grants and compliance  
- Organize and maintain files, records, and guides as it relates to finance/accounting.  
- National Non-Profit experience

WHO SHOULD APPLY?  
The Controller will embody ASAS’s core values: entrepreneurial, collaborative, transparent, accountable, and proactive. The successful candidate should have strong analytical skills, exceptional problem-solving skills, a flair for numbers, be highly organized, and have excellent leadership skills.  
- 5-10 years of direct financial management experience  
- CPA highly preferred and bachelor/master’s degree in business, accounting, or related field (Single audit experience preferred)  
- Proven experience in financial management  
- Sound knowledge of accounting principles  
- Compliance orientated  
- Ability to work under time constraints and meet deadlines  
- Excellent written and verbal communication skills  
- Flexible and able to adapt to changing position demands  
- Knowledge of Microsoft Office is required  
- Proven payroll experience, with a focus on streamlining accounting processes  
- Pride in self, work and organization with tasks performed at a high level of accuracy

SALARY AND BENEFITS:  
The salary for this position is commensurate with qualifications and experience of the individual candidate.
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ASAS promotes a healthy work/life blend and offers a competitive benefits package, including medical, dental, vision, a 403b match, 18 days of paid time off, flex time, and 15 paid holidays.

ASAS is an equal opportunity employer and candidates of diverse backgrounds are encouraged to apply.

**HOW TO APPLY FOR THE CONTROLLER ROLE:**
Submit a cover letter and resume via e-mail to: asasjobs@afterschoolallstars.org. Your cover letter should be in PDF format, addressed to the Recruiting Manager, and indicate how your experience is relevant to this role with After-School All-Stars. Please include “Controller” and your last name in the subject heading.

**LEARN MORE ABOUT AFTER SCHOOL ALL-STARS:**
To learn more about ASAS, please visit our website: [www.afterschoolallstars.org](http://www.afterschoolallstars.org)