



Job Description

Title: Finance Intern

Classification: Internship

Compensation: Course Credit

Reporting to: Finance Director

Job Summary: Akola seeks an exceptionally motivated and highly organized candidate to provide critical support to the Finance and Accounting Team. The Finance Intern reports directly to Akola's Finance Director on a wide range of activities including budgeting, forecasting, treasury management, and reporting. The ideal candidate works well in a fast-paced environment for timely and effective completion of responsibilities to support the Akola team.

Essential Functions

- Prepare the weekly cash forecasts
- Clean up models to improve user understanding
- Assist in the preparation of the annual budget and monthly forecasts
- Assist with the research of various regulations and reporting issues
- Assist with the creation of a financial dashboard for management reporting
- Assist in the research and management of third-party charity watchdog sites
- Assist with other special projects and ad-hoc reporting as requested

Qualifications

The ideal candidate will thrive in a startup company culture, be a self-starter and balance highly detailed projects with creative thinking. Qualifications include, but are not limited to:

- Must be currently pursuing a 4-year bachelor's degree in Finance or a similar field (Junior or Senior level standing - located in Dallas metro area)
- Nonprofit accounting or interest preferred
- Excellent communications skills, both written and oral as well as excellent relationship skills are a must
- Team player with strong organization and follow-up skills

Please send cover letters and resumes to Anna Ziebell at anna@akolaproject.org.