

## Volunteer Accountant

### Lengo Football Academy Australia

Lengo Football Academy has recently become incorporated in Australia and we are looking for a volunteer accountant to be part of our team. In this role you will report to a member of Lengo's Committee of Management.

### Location and Time Commitment

The role can be done remotely and we expect a commitment on average of about 2 hours of work per week, although this will vary from week to week.

### Responsibilities

In collaboration with the Lengo team you will:

- Provide advice on and establish an accounting system for Lengo Australia
- Input financial data including donations and expenses into accounting system on a monthly basis.
- Provide financial reports for Lengo's Committee of Management, which meets every two months.
- Prepare financial accounts annually for submission to the Australian Charities and Not for Profits Commission
- Provide other accounting advice and services as required

### Qualifications and Experience

#### Experience in the following areas:

We are looking for a volunteer account who has the following skills and experience:

- CA or CPA qualified (or currently studying for these qualifications)

- Experience in the preparation of financial accounts

## Great people skills

You won't be directly managing any people in this role, however we are all "people" people at Lengo and we work together as one team. Strong communication skills are a must.

## Proactive

We are a start-up social enterprise in Australia and the Committee Members and everyone involved with Lengo in Australia are all volunteers. In order to achieve our goals we require people who are self-starters, have initiative and able to work independently.

## Your Values

**Have Heart:** Be passionate and empathetic towards yourself, your team and your community. Embrace your emotions and use them to make decisions and solve problems.

**Team First:** Operate as one and bring your humble self to work and play, always working in the best interests for the Lengo team.

**Play Fair:** Have integrity and be respectful to others, your peers and your community. Listen to other people's points of view and keep in mind that diversity is the key to life.

**Work Hard:** Be committed and disciplined. Throw everything you have into scoring goals on and off the football field.

**Value Growth:** Keep growing and stepping into your learning zone each and every day. Remain open and curious to aid your personal and professional growth to reach your potential.

**Be You:** Value your individuality, creativity and be authentic. Know yourself and bring your whole self to work and play. As Oscar Wilde said, "be yourself, everyone else is taken."



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### What's in it for you?

- This is an opportunity to contribute to the development of Lengo Football Academy in Australia and in Tanzania
- You will feel the sense of pride in helping young people in Tanzania reach their potential through football and finishing their education.

### Is this role for you?




If this role is for you, please send your Resume and Covering Letter to [hello@lengofootballacademy.com](mailto:hello@lengofootballacademy.com)

The team in Melbourne will conduct an initial phone screen and interview and the process will go from there.

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