



## Seeking Board Treasurer for Skate Like a Girl

Skate Like a Girl is changing the culture of skateboarding so that women, girls, trans, non-binary and other non-traditional skaters can participate with confidence, build community, and develop their capabilities on and off the board. By providing opportunities to be involved in the skateboarding community we empower people of all ages to grow into strong, confident leaders who promote and implement social equity.

### **We are looking for a talented volunteer with financial management and accounting skills to join the Skate Like a Girl community!**

In the last year, we made space for over 10,000 skateboarders in Seattle, Portland, the SF Bay Area, and beyond. Our programs focus on serving two main groups: women and/or trans skaters, and low-income youth. Last summer, we launched the first at home contactless skateboarding camp, shredding virtually with over 200 participants, and piloted social distance gear distribution clinics with 50 young people.

Our Board of Directors culture is collaborative and accountable. We see and interact with each other often at skate events and programming. We value being a part of the Skate Like a Girl and greater skate community.

Our new Board Treasurer will:

- Prepare and share monthly financial reports with support from the Skate Like a Girl staff
- Manage/review monthly bank statements and quarterly 941 filings filed by Gusto
- Review payroll transactions via Gusto
- Reconcile Deferred Revenue between QuickBooks and Stripe along with Skate Like a Girl Finance Committee
- Assist directors to prepare and share annual budgets with the board. Note: Budget is currently quarterly due to Covid-19 uncertainties
- Reconcile major balance sheet accounts
- Watch for trends in cash flow and spending and recommend actions to the Board of Directors
- Work with accounting firm to validate and file taxes in accordance with federal and state requirements in WA, OR, and CA
- Manage year-end close
- Provide periodic training on basic accounting/bookkeeping/coding transactions in QuickBooks
- Support Finance Committee with ensuring 1099s are filed annually
- Participate in bi-weekly Finance Committee meetings
- Stay informed about legal and regulatory responsibilities for non-profit finances
- Participate in monthly board meetings

Estimated time commitment: 15-20 hours/month

If you are interested please contact fill out [this Jotform](#) or email [molly@skatelikeagirl.com](mailto:molly@skatelikeagirl.com)

#### **MISSION**

To create an inclusive community by promoting confidence, leadership, and social justice through the sport of skateboarding.

#### **VISION**

Empower young people, especially young women, to grow into strong, confident leaders who promote and implement social equity.

#### **VALUES**

We value experiential learning and civic participation, by providing opportunities to be involved in the skateboarding community.