

Accountant

Project Details

What we need:

- Bookkeepers who have the time to support a small business owner to come up with systems to keep paper records help them onboard onto Quickbooks with flexibility to answer ad hoc questions

How this will help:

- La Cocina's mission is to cultivate low-income food entrepreneurs as they grow their businesses. This project will prepare a cohort of emerging food entrepreneurs from low-income backgrounds to formalize and successfully launch their businesses.
- Historically La Cocina has worked with a skills training program and partners with them to provide internships for their accounting students. These students provide the bookkeeping currently, but sometimes can't cover all our needs

The Right Volunteer

Skills & Experience:

- Seeking experienced, attentive individuals who can investigate and understand the details of small businesses
- Organization skills to balance multiple projects
- Time management will also be key to balancing multiple projects
- Knowledge of regulatory standards
- Accounting software proficiency
- Competency in data analysis
- Attention to detail, critical thinking
- Effective communication

Availability

- 2 hours / week for 4 weeks of intensive training (8 hours of structured training)
- Additional time for one-off questions outside of 2-hour commitment