



Who We Are

Shorefast was established to contribute to the economic and cultural resilience of Fogo Island, Newfoundland, creating a model for contemporary rural communities. Activities are focused at the intersection of business, art, community and nature. Shorefast operates a social enterprise model where surpluses from business activity flow through the charity and are reinvested in community programmes. Entities under this unique corporate structure include Shorefast Foundation (federally registered Canadian charity) and Fogo Island Arts (contemporary art residency programme), alongside for-profit business ventures including the world-renowned Fogo Island Inn.

The Opportunity

Job title: Accountant, Fogo Island Inn

Key Function(s): Accounting support for Fogo Island Inn

Education/Designation: Bachelor's Degree

Location: Fogo Island

Our team is looking for an **Accountant** who is driven and passionate with a desire to do better each day. **Based on Fogo Island** and reporting to the Controller, the Accountant will support the **Fogo Island Inn** team in performing a variety of accounting functions. Working in a fast-paced environment, the incumbent will contribute to financial literacy efforts for Fogo Island Inn Management team and broader staff and help support the development of such as Economic Nutrition (CM), a financial transparency tool that shows “where the money goes”.

What You'll Do

- Assist in managing the accounting cycle to ensure a timely closing of month/quarter/year end periods financial reporting purposes.
- Review, maintain and/or implement new cross-function and cross-department accounting processes.
- Lead Accounts Payable and Receivables functions; working with staff to properly code transactions and ensure processes are maintained.
- Capital project accounting/cost monitoring; provide financial reports in support of decision making.
- Prepare recurring and ad-hoc accounting entries and reports.
- Prepare year-end audit working papers and work with auditors to ensure a smooth and timely audit process.
- Identify opportunities for continuous improvement in the organization which will lead to more efficient and effective processes.
- Contribute to the preparation of budgets and forecasts, monitor against approved benchmarks, and work with respective managers to communicate actual vs. forecasted targets to ensure spending limits are adhered to, and financial goals are achieved.

Qualifications you'll bring

- Will have a Bachelor's Degree in Business, preferably with specialty in Accounting or Diploma Program equivalent; will also consider a combination of education and relevant work experience.
- Minimum 3 years of accounting work experience in hospitality, preferably in hotel operations
- Well-developed financial and management accounting skills including accounts payable, accounts receivable, and general ledger account reconciliations.
- Attention to detail, organization, and time management skills
- Strong analytical skills
- Proactive and able to take the initiative
- Experience in coaching others on the team in understanding accounting processes

What we offer

- An engaged, highly supportive and collaborative environment
- The opportunity to work and live in a thriving social entrepreneurship environment
- A commitment to recruiting, promoting, and training qualified individuals at all levels within the organization
- Relocation and shared housing assistance

To Apply:

Submit a cover letter & resume to careers@shorefast.org, subject line “Accountant”

Deadline for Applications: **July 15, 2022, or until filled.**

Questions about this position may be directed to: Jordan Harris, Controller at careers@shorefast.org

About Us: www.shorefast.org | www.fogoislandinn.ca | [Strange and Familiar: Architecture on Fogo Island \(film\)](#)