



Breaking Barriers to Justice

Accountant

Land of Lincoln Legal Aid, Inc. seeks an **Accountant** for its Administrative Office. The Accountant works with senior accounting and administrative staff to maintain a fund-based general ledger and system-wide accounting, and will assist with grant-based reporting. This position reports to the Comptroller and Deputy Director of Finance.

Land of Lincoln Legal Aid provides free civil legal services to low-income individuals in 65 counties in Illinois. We are committed to working for justice with those whose voices might otherwise not be heard; to empower individuals to advocate for themselves; and to make positive changes in the communities we serve. Our attorneys provide holistic legal advocacy in partnership with community organizations, social service agencies, and faith-based groups.

Responsibilities include:

- Work with selected accounting areas as assigned
- Grant budgeting and reporting on designated grants
- Periodic financial statements and reports as assigned
- Participate in general office upkeep duties including computer data entry, filing, copying, etc.
- Other duties as requested

Qualifications:

- Bachelor's degree in accounting or finance
- Prior non-profit experience or with fund-based accounting preferred but not required
- Grant reporting a plus
- Computer proficiency required
- Strong commitment to social and racial justice
- Demonstrated ability to work with people of diverse social, economic, and racial/ethnic backgrounds.
- Attention to detail, as well as excellent verbal, interpersonal, analytical, writing, and organization skills
- Highly motivated and demonstrated ability to work independently as well as part of a team

Special Working Conditions and Demands:

- Applicants must have reliable transportation
- The position is primarily office-based but applicants must have reliable home broadband internet

Compensation:

\$65,000+ depending on experience. Excellent insurance and retirement benefits.

Please send a cover letter and resume to email below. Include "Accountant" in subject line.

Human Resources: hr@lincolnlegal.org

Land of Lincoln is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, LBGTQIA+, and gender non-conforming applicants.