

Accountant

Full-Time | 100% Remote (Michigan-based)

About Us

MAST Financial Group is a **growing Michigan accounting firm**, founded in 2019, that provides high-quality financial services to charter schools. We're proud of our **steady, controlled growth** — we focus on finding the *right* team members and the *right* clients rather than growing too fast. This creates a supportive, balanced culture where people aren't overloaded, and where your work truly matters.

Even though we're fully remote, we stay connected through **team meetups, state and national charter school conferences, holiday gatherings, and professional events** throughout the year.

Position Summary

We're looking for a proactive and detail-oriented accountant to join our remote team. You'll support multiple charter schools with month-end close, reporting, and budgeting, etc. This role offers a unique mix of autonomy, collaboration, and stability within a team that values fit, trust, and long-term contribution.

What You'll Do

- Lead the monthly and quarterly close process for multiple schools.
- Prepare financial statements and management reports.
- Support annual financial audits.
- Complete monthly reconciliations.
- Manage grant reconciliations and supporting documentation.
- Record invoices, journal entries, and adjustments.
- Work closely with school leaders and finance committees.
- Assist with meeting preparation and report development.
- Stay current on school finance trends and regulations.
- Perform additional duties as needed.

Why You'll Love Working Here

100% Remote Work (With Real Connection)

- Work from home anywhere in Michigan.
- Enjoy flexibility without losing community — we meet in person for conferences, trainings, and team events.
- No commute, no in-office distractions, and better work-life alignment.

Small Firm, Big Impact

- Your work truly matters — you see the results and get credit for them.
- Decisions are fast, leadership is accessible, and your voice is heard.
- You won't get lost in layers of management or rigid corporate structure.

Steady, Intentional Growth

- We've grown every year since 2019, but always **with purpose and the right fit**, not rapid expansion.
- This means a stable workload, supportive onboarding, and the chance to grow *with* the firm rather than be overwhelmed by it.

Professional Development

- Broad exposure to audits, grant management, budgeting, reporting, and nonprofit/education finance.
- Opportunities to expand into leadership, analysis, special projects, or school-facing roles as the firm grows.

What You Bring

- Bachelor's degree in Accounting (required).
- 3+ years of experience preferred (not required).
- Strong understanding of accounting principles and internal controls.
- Proficiency with Microsoft Office and accounting systems.
- Effective communication skills and professionalism.
- Ability to work independently and meet deadlines.
- Integrity, sound judgment, and reliability.
- Occasional travel to school sites or team events.

Compensation and Benefits

- \$50,000-\$100,000 depending on experience
- Health, Dental, Vision, 401k
- PTO

Please email your resume to kristen@mastfinancialgroup.com. If you have any questions about the position, you may also call Kristen at 586-549-4095.

www.mastfinancialgroup.com