



Director of Accounting

We're a full-service outsourced accounting and advisory firm built exclusively for fitness businesses. The Fitness CPA is hiring a Director of Accounting to lead, elevate, and expand our accounting function as we continue rapid nationwide growth from over \$1M to more than \$5M in revenue. We currently serve 50 locations with a waitlist of more than 550 facilities seeking to onboard, and we need a leader who can help us scale with excellence. This is a builder role that combines hands-on operational leadership with responsibility for shaping the future structure of the accounting department.

This role is a strong fit for a rising accounting leader who wants challenge, growth, and the opportunity to shape a department. In addition to directors, we are open to considering strong CAS managers that have experience building and supporting a remote team.

Leadership Overview

The Director of Accounting owns the financial reporting that drives all client advisory and tax work. You will be the operational and people leader guiding the entire accounting function. This role will drive the continued modernization of our accounting operations and workflows. Hands-on involvement is expected early as you learn our systems, strengthen workflows, and gain a full understanding of how the department operates. As the department grows, you will build the next layer of leadership by developing supervisors and senior accountants into future managers who can run day-to-day operations confidently and independently.

Your work directly strengthens independent fitness businesses by giving owners the clarity they need to make confident decisions.

You will guide the accounting team, improve processes, maintain high standards, and support firmwide growth.

What You Will Lead

- Leadership of the accounting department and its growth as client volume increases.
- Development of supervisors and senior accountants through coaching and preparation for future manager roles.
- Design and improvement of workflows and systems that support consistent, scalable delivery.
- Oversight of client escalations and support for staff handling complex or sensitive issues.
- Capacity planning and resource alignment as the firm scales toward its revenue goals.
- Creation of processes and structures that ensure high quality delivery across all client locations.

What Success Looks Like

- A scalable accounting operation that supports firm growth and increasing client volume.
- A strong leadership bench with supervisors and senior accountants operating confidently.
- Effective processes and systems that improve efficiency and reduce errors.



Responsibilities

Strategic Leadership

- Build the long-term structure of the accounting department.
- Develop layered roles, lead hiring strategy, and shape team design.
- Forecasting capacity, workload planning, pricing, margins, and future service models.

Team Management

- Run the department with minimal oversight while operating with high autonomy and clear accountability.
- Grow and shape our accounting team through recruitment, mentoring, strong leadership, and ongoing skill development.
- Lead and mentor accounting team members in daily, monthly, and project-based work.
- Oversee performance, training, accountability, and capacity planning.
- Maintain a culture of clarity, accuracy, responsiveness, and initiative.

Month End and Reporting Oversight

- Lead and manage the month end process by guiding senior accountants, reviewing outcomes, and troubleshooting higher level issues when needed.
- Provide high level review of financial statements for accuracy and quality.
- Ensure reporting is clear, actionable, and consistent across the client base.

Process, Systems, and Operational Excellence

- Own improvements to the accounting tech stack, including evaluating and implementing automation and AI assisted solutions where they add value.
- Bring experience improving accounting processes and strengthening workflow effectiveness and efficiency.
- Improve and document accounting workflows and SOPs.
- Identify and address operational bottlenecks.

Client Interaction and Escalation Management

- Communicate clearly with non-accountant business owners and explain financial results in practical terms.
- Translate financial statements and KPIs into clear, practical insights for business owners.
- Demonstrates strong written and video communication skills when working with clients and supporting the team.
- Step into client escalations when needed, providing clarity and resolution.
- Support staff in managing client communication during month end cycles.
- Maintain professional, practical, and clear communication standards.

Onboarding Support and Scaling Preparation

- Work with onboarding staff to ensure new clients are set up properly.
- Oversee cleanup, back work, and system configuration for new accounts.
- Ensure a smooth transition from onboarding team to ongoing accounting team.



Required Qualifications

- Bachelor's degree in Accounting or related field.
- CPA preferred but not required.
- 6 or more years of experience in public accounting or outsourced accounting.
- Experience supervising staff and managing accounting operations.
- Leadership experience within a client accounting services (CAS) or multi-client accounting model.
- Ability to troubleshoot accounting issues and guide team members toward solutions.
- Strong understanding of financial reporting standards and month end best practices.
- Proven success working in a virtual environment.
- Comfort with modern cloud-based systems and willingness to adopt new technologies.

Preferred Experience

- Experience in a scaling firm or high growth environment.
- Familiarity with Xero, QBO, payroll systems, dashboards and related cloud tools.
- Experience leading distributed, remote, or offshore accounting teams.
- Experience supporting multi-location or multi-unit businesses.

Attributes That Lead to Success

- High ownership and initiative.
- Growth minded, resourceful, practical, and steady during challenges.
- Comfortable leading change in workflows, expectations, and team structure.
- Strong judgment and ability to make decisions with limited direction.
- Skilled at conveying complex financial information clearly.
- Organized, detail oriented, and consistent in follow through.

Who You Are

- You thrive in fast moving environments.
- You enjoy developing people and leading teams.
- You communicate with clarity, confidence, and practicality.
- You are motivated by ownership and accountability.
- Able to quickly learn and apply industry specific insights that matter to fitness business performance.

Why Join The Fitness CPA

- Opportunity to shape a growing department and build scalable processes.
- Be the department head now and as we scale to more than \$5M in revenue.
- Remote first workplace with modern systems and tools.
- A culture that values clarity, integrity, and continuous improvement.
- Strong demand for our services and a long waitlist of future clients.
- Flexibility built on trust, autonomy, and clear expectations.
- Competitive compensation \$120,000-\$140,000, 20 days PTO, health insurance, and 401k.



How to Apply

- Submit your resume and a brief note on why this role aligns with your leadership goals.

