



# BERKSHIRE

SOCER ACADEMY FOR GIRLS

## Accounting Intern

**Location:** East Otis, Massachusetts

**Type:** Private residential soccer camp

**Compensation:** commensurate based on experience

**Dates:** Approximately mid-June to late August

**Benefits:** Travel stipend, comfortable housing, delicious meals, access to camp facilities, regularly scheduled time-off

**Description:** The Berkshire Soccer Academy for Girls is an overnight soccer camp for girls. We offer an elite training experience for girls, ages 10-18, in a traditional camp setting on a private lake in the Berkshires.

The BSA Accounting Intern will handle all camp accounting tasks including payroll, purchasing, and bookkeeping.

### Job Qualifications:

- Must be working toward becoming an Accountant
- Must have at least 2 years experience working in an office setting
- Proficiency with computers, particularly all MS Office programs and Quickbooks
- Experience handling payroll
- Proven ability to learn and manage online database programs
- Attention to detail and organized
- Must be hard-working, enthusiastic, and a fast-learner
- Must be reliable, mistake-averse, and a self-starter
- Must be friendly and personable with staff and campers
- Must be excited about living in a rugged mountain setting with simple accommodations, and limited access to phone/internet
- Summer camp experience, a plus

**To Apply:** Please visit our website [www.berkshiresocceracademy.com](http://www.berkshiresocceracademy.com) and complete the Staff Application as thoroughly as possible.