



**Business Volunteers Unlimited
is pleased to announce a Fellow Opportunity with
*PHASTAR Corporation***

PHASTAR Corporation is seeking a Systems Building Consultant to help develop key policies/procedures that will allow the organization to build a strong foundation before embarking on future growth. *PHASTAR* recently put a large number of changes in place to help strengthen the foundation and sustainability of the organization.

PHASTAR Corporation is a Northeast Ohio based, non-profit corporation born out of a vision to improve the quality of education and public services in Northeast Ohio. Through a combined business/education model, *PHASTAR* is able to offer unique life experiences, learning, and training opportunities for high school students, adults seeking to learn new skills. This model affords the chance to not only improve the efficiency and scope of local industry and public services, but also helps to arm local students and adults with the tools to break the cycle of poverty and achieve self-sufficiency.

To learn more about *PHASTAR Corporation*, please visit <https://phastar.org/>

Fellow role will include:

FINANCIAL SYSTEMS

- Develop financial procedures and policies that ensure proper controls are in place, and clearly delineated roles and responsibilities amongst staff.
- Help us to evaluate current assets and ensure proper accounting for all assets in our financial reporting.

GOVERNANCE SYSTEMS

- Develop policies and procedures for the Board of the Directors and help evaluate gaps in the board.

MEMBERSHIP MODEL

- *PHASTAR Corporation* has a subsidiary Flying Club called Discover Aviation Center. We are seeking support in evaluating the current membership model and helping to strengthen the overall pricing model of the club to ensure it is profitable/sustainable. We would like the fellow to lead this process and help us to analyze the value and fit of the current partnership.

Term: 500 hours over a 6-month period (January 2022 – June 2022)

Location: 1776 Columbus Rd. Cleveland, OH 44113

Stipend: \$10,000

The ideal candidate will have significant professional experience in accounting/finance, project management, and collection and organization of data. Experience in the nonprofit sector is a plus.

To be considered for this opportunity, please contact Sarah Castle (scastle@bvuvolunteers.org) for application materials.

The BVU Fellows Program matches the talents of highly skilled professionals with local nonprofits to



engage a transformative project that benefits the community. For more information, visit our webpage [BVU](#)