

Finance Business Partner – Financial Management

PURPOSE OF THE POSITION

Reporting to Head of Finance, Risk & Compliance, with a team of three, you will be responsible for all aspects of organisational budgeting, accounting and financial reporting. You work closely with other departments, providing high quality internal and external financial reports and analysis to assist with business decision making. You ensure that ChildFund Australia maintains the highest standard of accountability and integrity to its stakeholders.

KEY DUTIES

- Provide leadership, support and guidance to your staff including their professional development;
- Oversee the ChildFund Australia Sydney office daily accounting, payroll and month end consolidation;
- Manage Sydney office budget and re-forecast process;
- Prepare the annual statutory financial statements and assist Head of Finance with group annual audit process;
- Provide business partnership expertise to the organisation, including but not limited to monthly financial management reporting, financial analysis and ROI modelling;
- Build financial capacity for non-finance team on financial procedures, systems and analysis;
- Ensure Sydney office internal controls are adequate and fully comply with organisational policies and guidelines, statutory and sector standards;
- Participate in cross-functional working groups (e.g. new accounting system);
- *Remain alert and responsive to any child safeguarding risks, acquire relevant knowledge and skills to promote strong safeguarding practices, understand the child safeguarding policy and procedures, and conduct yourself in a manner consistent with the Child Safeguarding Policy.*

QUALIFICATIONS & EXPERIENCE

- Degree or equivalent in Accounting/Finance or related discipline;
- 5 years' experience, preferably in the overseas development/aid sector;
- CPA/CA or equivalent professional qualification;
- Advanced excel skills and knowledge of accounting systems (ideally Sun System);
- Consolidation and statutory accounts;
- Advanced modelling and analysis experience;

DESIRABLE

- Experience in implementation of a new finance system;
- Experience in training and capacity building.

SKILLS

- Forward thinker with a commitment to continuous improvement
- Pragmatic problem-solver, able to deal with issues & achieve effective solutions
- Able to effectively manage multiple activities/ tasks under pressure
- Attention to detail and analytical skills
- Adaptable in working with cross-cultural teams and backgrounds
- Strong stakeholder management

CHILDFUND AUSTRALIA'S CORE COMPETENCIES

Commitment to ChildFund Australia's mission and vision, as well as our values: teamwork; effective communication; accountability and integrity; adaptability and flexibility.

Department: Finance Team, Operations

Location: ChildFund Australia, Sydney Office

Employment: Full-time, One-year Fixed Term contract.

Reports to: Head of Finance, Risk & Compliance

Other Information: Must have working rights in Australia

Please apply at: <https://www.childfund.org.au/work-with-us/>





ORGANISATIONAL CONTEXT

ChildFund Australia is an independent and non-religious international development organisation that works to reduce poverty for children in developing communities. We work in partnership with children and their communities to create lasting change by supporting long-term community development, responding to humanitarian emergencies and promoting children’s rights.

ChildFund Australia implements programs with a range of local partners in **Cambodia, Laos, Myanmar, Papua New Guinea, Timor-Leste, Vietnam, and other Pacific nations**, and manages projects delivered by partner organisations throughout Asia, Africa and the Americas. Our work is funded through child and community sponsorship, government grants as well as donations from individuals, trusts and foundations, and corporate organisations.

ChildFund Australia is a member of **the ChildFund Alliance** – one of the world’s oldest and most experienced child-focused development agencies. With a global network of 11 organisations, the ChildFund Alliance assists more than 14 million children and families in over 60 countries.

HOW WE VALUE YOUR CONTRIBUTION

Remuneration Package

We aim to provide an overall remuneration package that is attractive and fair. Our remuneration framework ensures that we align to employment conditions and laws, and we benchmark against the local market to ensure we offer competitive employment conditions that are appropriate to our sector.

Leave

You will have access to 20 days of paid annual leave (pro-rated for part-time employees). You are also entitled to personal/carer’s leave, paid parental leave, long service leave and bereavement leave.

Flexible Working Arrangement

You will have access to flexible working arrangements. We encourage a culture of flexibility and enable conversation between yourself and your manager about maintaining work-life balance.

Salary Packaging

You will be eligible to salary packaging. As a Non-Governmental Organisation, our staff are eligible for salary sacrificing. The Australian Taxation Office (ATO) allows us to reimburse you for your personal expenses without having to pay any income or fringe benefits tax that would normally be payable. These tax concessions are in additions to the income tax Free threshold.

Employee Assistance Program

In case you need help with personal, family or employment related matters you and your family will have access to free external, professional and confidential counselling assistance.

Learning and Development

Our approach to learning and development will enable you to have the information, skills, and knowledge needed to do your job and to grow in your position. We build the capacity of our people and support you with on-the-job experience, coaching and formal training.

OUR VISION: A global community, free from poverty, where children are protected and have the opportunity to reach their full potential.

OUR MISSION: We work in partnership with children and their communities to create lasting and meaningful change by supporting long-term community development and promoting children’s rights.

At ChildFund Australia you will be contributing to every child being able to say: “I am safe. I am educated. I am heard. I have a future.”