

Head of Finance, Risk and Compliance

PURPOSE OF THE POSITION

Together with your team of 5 you are a business partner to the organisation, providing high quality internal and external financial reporting and analysis and responsible for safeguarding the financial assets of the organisation. Your team works closely with our country office finance teams, providing support and capacity building where necessary. You also support the Chief Operating Officer (COO) in the functional areas of risk management, legal and regulatory compliance. You ensure that ChildFund Australia maintains the highest standard of accountability and integrity to its stakeholders. The Finance team is part of a broader Operations Department based in Sydney, alongside Systems & Decision Support and Supporter Relations.

KEY DUTIES

- Provide leadership, support and guidance to finance team staff including their professional development
- Provide business partnership expertise to the organisation, including but not limited to monthly financial management reporting, modelling and ROI analysis
- Drive organisational strategic planning and policy development in your area of responsibility
- Ensure internal and external reporting and financial systems fully comply with organisational policies and guidelines, statutory and sector standards (including DFAT and other donor requirements)
- Manage the organisational budget and re-forecast process
- Actively participate in relevant meetings and committees, e.g., audit, risk and nominations committee and Sydney Office Leadership Team
- Ensure appropriate financial assessment and capacity building mechanisms are in place for the partners we work with in delivering program outcomes
- Assist in the rollout of organisational risk management processes, legal and regulatory compliance, and audits, continuously improving internal controls
- Manage the global treasury function ensuring adequate cash-flow reporting mechanisms are in place.

QUALIFICATIONS & EXPERIENCE

- Degree or equivalent in Accounting/Finance or related discipline and 5 years' experience, preferably in the overseas development aid sector
- CA or equivalent
- Experience in Risk Management and compliance
- Computer application skills
- Consolidations and Group Financial Reporting
- Financial reporting, modelling and analysis; and
- Financial systems and processes development.

DESIRABLE

- Experience in enhancement of new finance platform and its integration with other systems
- Experience working in cross-cultural context
- Sage Intacct experience.

Remain alert and responsive to any child safeguarding or sexual exploitation, abuse, or harassment (SEAH) risks, acquire relevant knowledge and skills to promote strong safeguarding practices, understand the child safeguarding and PSEAH policy and procedures, and conduct yourself consistent with those policies.

SKILLS

Strong leader, supporting others in achieving their & the organisation's goals

Encourage initiative and continuous improvement in the finance function

Attention to detail & analytical skills

Flexible and adaptable to work with people from a different backgrounds and in different countries

Change management champion

CHILD FUND AUSTRALIA'S VALUES

Commitment to ChildFund Australia's values –
Respect, Integrity, Collaboration, Change,
Empowerment & Excellence

Department: Operations

Location: ChildFund Australia, Sydney Office Level 8, 162 Goulburn Street, Surry Hills NSW 2010.

Employment: Full-time, Initial two-year employment agreement, with option to extend upon mutual agreement.

Reports to: Chief Operating Officer

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 international development organisation that works to reduce poverty for children in developing communities. We partner to create community and systems change which enables vulnerable children and young people, in all their diversity, to assert and realise their rights.

Our vision is a world without poverty where all children and young people can say: “I am safe. I am educated. I contribute. I have a future.”

ChildFund Australia directly manages and 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 – a global network of 12 organisations which assists almost 23 million children and their families in 70 countries. ChildFund Australia is a registered charity, a member of the Australian Council for International Development, and fully accredited by the Department of Foreign Affairs and Trade which manages the Australian Government’s overseas aid program.

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. If the position allows, employees can choose to work up to 2 days from home per week.

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. UPRISE, our EAP system, combines multiple wellbeing initiatives to support your mental health and resilience.

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 world without poverty where all children and young people can say: “I am safe. I am educated, I contribute. I have a future.”

OUR MISSION: We partner to create community and systems change which enables vulnerable children and young people, in all their diversity, to assert and realise their rights.

At ChildFund Australia you will be contributing to our programs which protect, educate and empower children and young people.