

Financial Accountant

PURPOSE OF THE POSITION

This is a broad financial accounting role that reports to the Head of Finance, Risk & Compliance. Responsibilities of the role include month-end reporting tasks, quarterly consolidation, statutory reporting, and leading the development of improvements to finance processes and procedures. You provide transactional accounting guidance and advice, and manage and lead a Finance Officer. Your contribution enables ChildFund Australia to continue to maintain the highest standards of accountability and integrity for its stakeholders.

KEY DUTIES

- Coordinate month-end management reporting and the balance sheet reconciliation process
- Prepare monthly revenue recognition journals and quarterly consolidation journals
- Prepare statutory accounts for Consolidated Entities
- Assist Country Offices by providing guidance and assistance with local statutory accounts
- Assist the Deputy CEO (Operations) and Head of Finance, Risk & Compliance with the global treasury function, ensuring adequate cash-flow reporting mechanisms are in place
- Support the Head of Finance, Risk & Compliance with Sage administration and maintenance, and with the implementation of finance process improvements
- Support capacity building efforts for country and regional finance teams in the areas of accounting, financial reporting, project acquittals and management, and usage of Sage Intacct
- Manage and lead a Finance Officer
- Promote and integrate gender equality, disability, and social inclusion into day-to-day work

QUALIFICATIONS & EXPERIENCE

- 3+ years' experience with financial reporting and analysis
- Degree or equivalent in Accounting, Finance, or related field
- Experience preparing multi-entity consolidations
- CPA/CA or equivalent professional qualification
- Knowledge of accounting systems
- Advanced Excel skills

DESIRABLE

- Experience in the not-for-profit sector
- Knowledge of Sage Intacct

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

- Highly organised and pragmatic problem solver capable of resolving complex issues
- Efficiently manages multiple tasks simultaneously
- Excellent communicator, with the ability to develop strong relationships
- Critical thinker and change champion passionate about streamlining and improving processes
- Analytical and detail-oriented
- Confidence working with people from different professional and cultural backgrounds

CHILD FUND AUSTRALIA'S VALUES

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

Department: Finance

Location: Level 8, 162 Goulburn Street, Surry Hills NSW 2010

Employment: Full-time

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 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 for 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.