

| KEY POSITION INFORMATION | |
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| Job Title | General Manager of Finance |
| Reports To | Global Finance Director (GFD) |
| Department/Group | Finance |
| Location | Within two hours' time zone of EAT |
| Earnings Range | Up to \$100k pa (cost to company) |

PURPOSE OF POSITION:

The General Manager of Finance plays a pivotal role in overseeing the financial health and strategic direction of the organisation. This position requires a seasoned financial professional with strong leadership skills, business acumen and a comprehensive understanding of financial principles. The General Manager of Finance reports to the Global Finance Director and is responsible for managing financial planning, budgeting, forecasting, reporting, and analysis to support decision-making processes across all levels of the organisation. Additionally, this role involves collaborating with other departments to ensure alignment with organisational goals and objectives.

We are looking for a reliable professional with a broad knowledge of accounting and financial principles, a strategic thinker and an effective leader who can make sound decisions. The ideal candidate will be someone with extensive experience in the NGO sector, specifically with donors and partners such as the UN agencies and USAID.

DUTIES AND RESPONSIBILITIES

- Lead the development of annual operating budgets and long-term financial plans.
- Conduct financial analysis to assess the financial performance of the organisation and provide insights to support strategic decision-making.
- Monitor key financial metrics and indicators, identifying trends and areas for improvement.
- Prepare timely and accurate financial reports for management, stakeholders, and regulatory bodies.
- Ensure compliance with accounting standards, regulations, and reporting requirements.
- Implement and maintain effective internal controls to safeguard company assets and ensure financial integrity.
- Manage cash flow, liquidity, and working capital to support operational requirements.
- Optimise cash management strategies to maximise returns while minimising risks.
- Identify and assess financial risks and develop strategies to mitigate them.
- Establish and maintain risk management policies and procedures to safeguard the financial stability of the organisation.
- Provide financial insights and recommendations to support strategic planning initiatives.
- Collaborate with executive leadership to develop and execute financial strategies aligned with organisational goals.

- Supervise and mentor finance team members, fostering a culture of excellence, collaboration, and continuous improvement.
- Develop talent within the finance department, providing opportunities for growth and professional development.
- Build and maintain effective relationships with internal and external stakeholders, including investors, lenders, auditors, and regulatory agencies.
- Serve as a trusted advisor to senior management, providing financial guidance and expertise.

REQUIRED EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES

- An analytical mind with a strategic ability
- Outstanding communication and interpersonal abilities
- Articulate and thorough command of English, ideally first language
- Managing inter-country and multiple currency flow of cash and goods. Must include Africa.
- Dealing with UN agencies and managing the finances of UN contracts
- Large and small donor cash management and reporting
- Growing teams of colleagues and managing complex relationships between geographic and culturally diverse teams
- The ability to problem solve at the highest level
- Gift in kind accounting
- Match funding booking across multiple countries and project types
- 10 years plus Not-for-profit accounting experience in accordance with Generally Accepted Accounting Principles, OMB Circulars A-133, A-110 and A-122, program regulations and compliance requirements, and appropriate Code of Federal Regulations sections.
- Strong technical knowledge and skills in IFRS principles and standards
- Extensive knowledge of financial analysis and forecasting
- Proficient in the use financial management software (preferably including Sage) and MS Office

EDUCATION

- Completion of a bachelor's degree at an accredited college or university or equivalent work experience.
- Completion of a master's degree at an accredited college or university or equivalent work experience.
- Certified Public Accountant (CPA) /Chartered Accountant (CA) preferred.

HOW TO APPLY

To apply for this role, please submit a copy of your CV/resume and a cover letter outlining your interest in the role to the following email: recruitment.sa@forafrika.org

Closing Date: 15th March 2024

Disclaimer



- Correspondence will be limited to short-listed candidates only. If you do not hear from us within one month of the closing date, please consider your application as unsuccessful.