



Job Title: Head of Finance

Reporting Lines: Director of Finance and Operations

Location: Remote on African Continent, though frequent travel to Sierra Leone and Kenya is required

Contract: Full Time

WHO WE ARE:

Purposeful is an Africa-rooted global hub for girls' activism. For millennia girls have played a critical role in struggles for freedom and liberation. From Africa's anti-colonial movements to the Arab spring to climate justice organising and everything in between - their resistance has always sparked and sustained transformational change. And yet, too often girls are separated and sidelined from resources and shut out from decision-making spaces, their power deliberately obscured and hidden from view. Centering the political power of young feminists across the world, we work so that girls and their allies have access to the resources, networks and platforms they need to power their activism and remake the world.

As an Africa rooted, feminist movement building hub for girls, Purposeful works to shift the allocation of resources, policies and programmatic practices to work for girls across local, national and global decision-making spaces. We leverage learnings from our own practice to support others to move from *protectionist* to *power-building* approaches that promote the collective liberation of girls. Working in partnership with civil society and development communities we hold learning space, convene practitioners, build national coalitions and co-create a collective advocacy voice. Across all that we do, we work to make girls political power visible so that their organising and activism is resourced in healthy and sustainable ways for the long term.

CONTEXT OF THIS ROLE:

Purposeful requires an experienced Head of Finance to join our expanding team as we enter into an exciting new period of growth. Under a new strategic plan and an expanded grant-making model, you will hold responsibility for financial control and management of the group organisation. In this role you will work closely with the Sierra Leone finance and program teams, as well as the international finance and program teams, and build out an integrated Purposeful finance team across all entities. You will be responsible for maintaining a clean and up to date ledger, implementing system changes as required, and new financial controls as required in line with our organisational growth. In this role you will report directly to the Director of Finance and Operations, and directly manage the Senior Finance Manager in Sierra Leone, Senior Global Management Accountant in Kenya and the Finance and Admin Coordinator in the UK.

KEY RESPONSIBILITIES:

- Lead the financial reporting team in the provision of accurate and timely finance performance;
- Sourcing a new group finance system, overseeing implementation and training within the global finance team.
- Ensuring monthly reporting from UK external accountant and Senior Finance Manager in Sierra Leone;
- Review of UK external accountant month end process and ensure correct processing of all accruals and provisions in the UK;
- Consolidation of monthly management accounts and BVA analysis;
- Ensuring financial systems are well maintained with all transactions accurately coded to cost centres, donors and budget activities.
- Oversee and produce where necessary donor reports, ensuring they fully reconcile to financial systems and donor codes are closed down in systems once the final report is accepted.
- Ensuring key training and support given the global finance team;
- Ensuring that all key financial reporting deadlines to funders are met, and ongoing grant reporting timelines are reviewed and understood by key stakeholders;
- Responsibility of managing global grants in and out and updating pipelines on the Salesforce platform
- Lead in the preparation of the UK and group statutory audit;
- Oversee SL audit process (preparation by local team);
- Ensure all financial compliance requirements met, such as reporting to the Charities Commission and UK Companies House;
- Adhoc reporting;
- At least quarterly travel to Sierra Leone / Kenya to work with the local team and ensure strong partnerships built.

SKILLS & EXPERIENCE:

- ACA, ACCA or CIMA qualified with at least 5 years post qualification experience
- Strong attention to detail;
- Understanding of program, project or cost centre reporting;
- Understanding of IFRS and UK Charities SORP reporting requirements.
- Experience of working in a start-up environment where a hands-on attitude is required.

SALARY PACKAGE:

\$90,000

TIMING:

Immediate start.

APPLICATION PROCESS:

Please send your CV and a covering letter with the subject line Head of Finance to applications@wearepurposeful.org by 14th October 2022.