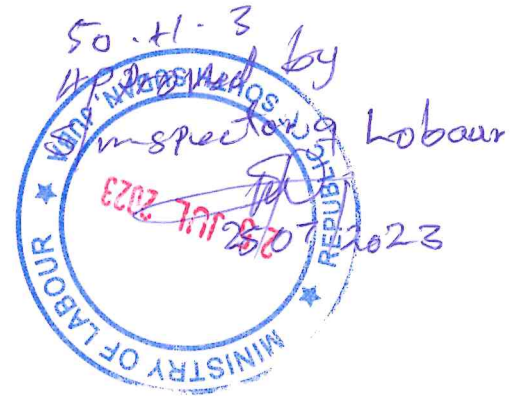




Save the Children



25 July 2023

JOB ADVERTISEMENT

Save the Children is an international non-governmental organization that works for a future of children, their families and communities realize social equity and dignity; have access to their basic physical, emotional and development needs.

SCI is seeking to recruit: -

Job Title: Deputy Finance Director, South Sudan Country Office

Location: Juba, South Sudan (with up to 25% travel to field locations)

Reports to: Finance Director

Contract Period: 24 months

ROLE PURPOSE:

The Deputy Finance Director will support the Finance Director with developing and implementing the financial strategy of South Sudan Country Office.

The jobholder has overall responsibility of the Budgeting & Reporting function with a particular focus on providing excellent financial business partnering services to the program implementation team. They will also be responsible for ensuring best in class financial management at field office level - including leadership in respect to capacity building; implementing efficient & effective processes; improving and ensuring compliance with internal control systems. The Deputy Finance Director will also be strongly involved with SCI global change projects (HPO), ensuring that the financial component of these projects are successfully implemented.

SCOPE OF ROLE:

Reports to: Finance Director

Staff reporting to this post:

- 4 direct reports-1 Budgeting & Reporting Manager, 2* Budgeting & Reporting Coordinators, 1 * Budgeting & Reporting Officer
- Technical supervision of field based finance staff (11 staff)



Budget Responsibilities: None

Role Dimensions: Save the Children works throughout South Sudan with 11 field offices, approximately 700 staff and expenditure of USD 50 million / anum.

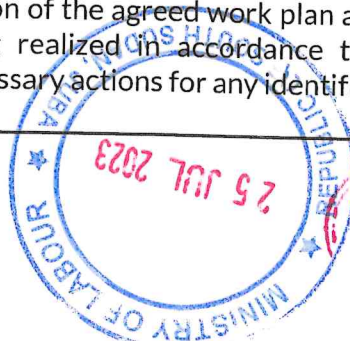
KEY AREAS OF ACCOUNTABILITY:

Budgeting & Reporting

- Act as the key strategic Finance Business Partner to the Finance Director and Program Implementation team to support key decision making.
- Ownership of the master budget process at Country Office and Field levels – ensuring proactive decision making, the efficient and effective allocation of resources, and financial sustainability (zero gap)
- Provide financial expertise to the donor budget proposal process to ensure proposals are high quality; reflect the needs on the ground; include the necessary shared costs
- Working with the program implementation team to phase and realign budgets
- Providing high quality weekly and monthly financial BvA reports
- Mitigate the risk of donor disallowances by ensuring that awards are proactively managed and closed out effectively from a financial perspective
- Ensure budget holders understand their responsibilities (e.g., through training and capacity building).
- Supports development and maintenance of training on budgeting, financial policies, and financial system and reporting tools, and provides training.
- Identify and effectively manage all key risks, especially financial, related to delivering the Country Office program
- Implements and evaluates statistical models, systems and serves as a trusted advisor to Finance Director.
- Provide value added ad hoc financial analysis to budget holders to inform decision making

Partnership Development and Management

- Undertaking capacity assessment of partners' organization in order to identify capacity gaps and areas of support that the partners will require for effective implementation of the program financial management requirements.
- Undertake regular support visits to the partner's organizations to discuss financial and operational issues/progress and identify ways in which SCI SS can provide the needed support.
- Support the development of partners' project budgets, work plan, cash transfer plans and procurement plans.
- Support partners external audit exercise and follow up to ensure that the auditors' recommendations are followed up and implemented.
- Monitor and follow up the implementation of the agreed work plan and budget to ensure that the program objectives are being realized in accordance to the program and partnership agreement and take the necessary actions for any identified deviations.



Ambition:

- sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages their team to do the same.
- widely shares their personal vision for Save the Children, engages and motivates others.
- future orientated, thinks strategically and on a global scale.

Collaboration:

- builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters.
- values diversity, sees it as a source of competitive strength.
- approachable, good listener, easy to talk to.

Creativity:

- develops and encourages new and innovative solutions.
- willing to take disciplined risks.

Integrity:

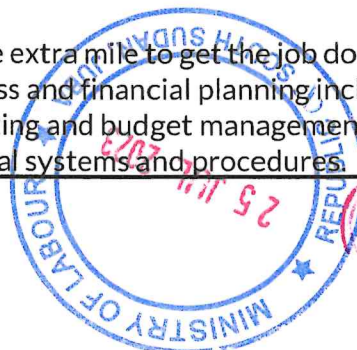
- honest, encourages openness and transparency; demonstrates highest levels of integrity.

QUALIFICATIONS

- BA Degree in Finance and Accounting, Business Administration, or other relevant discipline.
- Chartered Accountant (CPA, ACMA, ACA, ACCA) strongly recommended.

EXPERIENCE AND SKILLS**Essential**

- Minimum of 5 years' management experience in a corporate or an NGO environment, of which three at a management level within a finance department
- Strategic mind-set with the ability to lead, inspire and achieve results in a challenging context
- Strong team player
- Has in-depth technical and administrative knowledge and is able to connect the financial and non-financial information to generate insights and recommendations for program effectiveness
- Excellent inter-personal skills and able to communicate with diverse set of stakeholders
- Strong analytical, decision making and strategic planning skills with the ability articulate complex information in an easy to understand manner
- Solutions focused with ability to identify weaknesses and drive continuous improvement
- Ability to prioritise, plan ahead, and manage a complex and diverse workload with tight deadlines
- Ability to coach, mentor, delegate appropriately and provide developmental guidance to supervised staff.
- Self-starter who is willing to go the extra mile to get the job done
- Excellent understanding of business and financial planning including strategic modelling.
- Excellent understanding of budgeting and budget management.
- Excellent understanding of financial systems and procedures.



<p>The role holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures;</p>
<p>Child Safeguarding:</p> <p>We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.</p>
<p>Safeguarding our Staff:</p> <p>The post holder is required to carry out the duties in accordance with the SCI anti-harassment policy</p>
<p>Humanitarian response</p> <p>In the event of a major humanitarian emergency, the role holder will be expected to work outside the normal role profile and be able to vary working hours accordingly</p>

Application Information:

Please attach a copy of your CV and cover letter with your application, and include details of your current remuneration and salary expectations. A copy of the full role profile can be found at ([SCI Career Site Careers \(oraclecloud.com\)](https://www.oraclecloud.com/careers))

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

All employees are expected to carry out their duties in accordance with our global anti-harassment policy.

In case you face difficulty to access the link, please come to Save the Children International head office Juba Hai Malakal or SCI Field Offices for HR Technical support

Deadline for submitting applications: 11, August 2023.

Cc: MoJobadvert@gmail.com; (National Ministry of Labour email Address Juba)

