

Job Advertisement

CHIEF FINANCIAL OFFICER

Tostan International



TOSTAN

Tostan is a 501(c)(3) nonprofit organization headquartered in Dakar, Senegal and currently operating in five West African countries. Strategically, the organization is committed to continuing to develop its core competency of empowering education and to documenting and scaling the sustainable impact it creates across a range of issues. Tostan's flagship model, the 3-Year Community Empowerment Program (CEP), has already reached thousands of communities in both West and East Africa since 1991. Outcomes in governance, education, health, economic empowerment, and the environment are currently tracked, and Tostan has been particularly proud to play a significant role in the large-scale empowerment of women and girls and the community-led abandonment of harmful practices such as female genital cutting and child marriage. New models for building partnerships with communities after the CEP, and for sharing Tostan's approach with a range of local and global audiences, have joined powerful additions to the ever-evolving CEP to create a unique and exciting strategic moment as part of the strategic period 2019-2022.

POSITION

In this exciting role, the CFO will develop and lead Tostan's financial systems and teams, and ensure that strategies are implemented effectively and nimbly throughout the organization. In addition, s/he will serve as a key member of the organization's Executive leadership team and partner with the Board of Directors. The CFO will work closely with and report to the CEO. S/he will manage a dedicated and growing team of professionals who attend to the day-to-day financial business of the organization, strengthen the organization's financial health, management and forecasting, lead the development of effective systems, and support the organization to manage its growth and increase its scale. The CFO will provide hands-on leadership to ensure sound financial management and efficient operations throughout the organization. This position is perfect for someone looking to work in an African-based organization, highly motivated by community led development.

RESPONSIBILITIES:

Strategy & Financial Operations Oversight

- Develop and lead the finance strategy and global financial operations, including management of assets and investments
- Identify key strategic finance issues and opportunities faced by Tostan and develop a plan to address them, including key finance investments needed to provide state of the art research services and scalable programs
- Make actionable recommendations to the CEO and the Senior Leadership team on overall strategy budget and financial operations and oversight
- Participate in key decisions pertaining to operating model, strategic directions and operational execution, including the development of Tostan's direct and indirect cost structure
- Evaluate and advise on the financial impact of long range planning, the introduction of new programs/strategies, and/or regulatory action
 - Lead strategic and annual planning for the Finance Team, including the setting of milestones and targets in line with the 2019-2022 strategic plan to achieve the identified priorities

Executive Leadership

- Serve as a member of the Senior Leadership Team and Officer of the Corporation, and regularly engage with the Audit and Finance Committee of the Tostan Board of Directors
- With the rest of the Leadership team, work to continuously build understanding and support for Tostan's core mission to foster effective collaboration across the organization
- Together with the Senior Leadership Team, identify and address cross-functional organizational priorities and build appropriate organization-wide processes and systems
- Represent Tostan to financial partners, including financial institutions, foundation executives, auditors, as well as Tostan partners.

Team Leadership

- Lead and oversee the finance team and provide mentorship and capacity development to staff
- Review and establish the internal structure of the Finance department to ensure effective coordination and timely financial oversight
- Lead continual improvement of the budgeting process through engagement of department managers and other leaders on financial issues impacting department and country office budgets

Financial Planning, Forecasting and Reporting

- Develop and utilize forward-looking, predictive models and activity-based financial analyses to provide insight into the organization's operations, business plans, and upcoming needs.
- Oversee the organization's budgetary planning and cost management in relation with strategic priorities, and the development of long- and short-range financial plans
- Regularly assess organizational performance against the budget and strategy
- Oversee the production of monthly, quarterly and annual reports at all organizational levels, including financial statements and cash flow projections for use by Executive and Board management

Financial Processes, Policies and Systems

- Coordinate audits and proper filing of all tax returns including IRS form 990
- Create and maintain best-practice financial oversight and financial accountability mechanisms throughout the organization
- Lead the revision and documentation of clear financial policies and procedures at all organizational levels, and ensure that those are communicated and implemented throughout the organization
- In coordination with the Global Mobilisation Team, Legal, HR, Programmes, and the Country Offices, oversee the development and management of compliance protocols in line with Tostan's growing and diversified pool of donors and stakeholders
- Remain up to date on nonprofit finance and audit best practices and state and federal compliance regarding nonprofit financial operations.
- With Executive Team, ensure ongoing oversight of all government and regulatory compliance
- Identify the need for, and oversee the implementation of appropriate organization-wide systems that respond to Tostan's needs and make financial operations more efficient, while ensuring that they are used effectively
- Oversee regular risk assessment processes including financial and non-financial considerations, in partnership with the CEO.

Directly Supervises: Finance team.

Budget Managed: Tostan's approved annual budget for 2018 was \$m. Tostan's annual budget for 2019 is \$10m and for 2020 \$12m or higher is being sought.

KEY QUALIFICATIONS AND SELECTION CRITERIA:

Education: CPA highly desirable and MBA preferred

Characteristics:

- Ability to lead capacity-building efforts and effectively mentor key staff in a multicultural and multilingual environment

- Passionate belief in and commitment to Tostan's mission to empower communities to develop and achieve their vision for the future and inspire large-scale movements leading to dignity for all.
- Deep commitment to and first-hand experience with participatory communities or organizations
- Shared commitment to Tostan's values and leadership experience bringing similar values to life in organizations and/or communities
- Potential to bring unique and aligned gift(s) that contributes to Tostan's long-term success
- Capacity to communicate skillfully and bridge understanding to forward strategic priorities and fulfill Tostan's mission and vision
- Ability to work in a collaborative, co-creative team, bringing value to the team's outcomes – enriching, respectful, beneficial
- Ability to advise executive team on strategic decisions on financial resources management, to take decisions and to ensure efficient and effective coordination of services across departments

Language Proficiency: Full Fluency in English and French are required. Knowledge of a local language in which Tostan works is welcomed.

Knowledge & Experience:

- Experience in a senior financial-management role, partnering with executive staff, resulting in the development and implementation of creative financial management strategies
- Proven experience with multi currency financial operations of a complex international not for profit with a diverse funding mix and working in multiple countries in Africa
- 10+ years of experience in accounting and finance
- Direct experience and deep knowledge of working with nonprofit accounting software systems
- Knowledge and ability to design and develop accounting systems and procedures
- Strong knowledge in financial modeling and forecasting
- Knowledge of U.S. accounting standards for not for profit organizations (GAAP)
- Knowledge of U.S. not for profit IRS regulations, reports, and best practices
- Direct experience working closely with a Board of Directors

Reports to: Chief Executive Officer

Location: The position is located in Thies, Senegal, at Tostan's International Office. The post will also require occasional travel to Dakar, Senegal, as well to Tostan's countries and/or regional offices in Tostan's five countries of presence.

TO APPLY:

Send your CV and cover letter, and at least three (3) professional references to Mrs. Aissata Koita at akoita@africsearch.com. Please note that candidates will be reviewed on a rolling basis, the interviews are scheduled for the week of July 8th, 2019.