

# ROLE: STATUTORY ACCOUNTANT

**FUNCTIONAL AREA:** GH FINANCE

**JOB FAMILY:** Business and Professional Services

**REPORTS TO:** Global Statutory Accounts Controller

**LOCATION:** Global Hub

**GRADE:** G3

# ROLE PURPOSE

This role contributes to the preparation of financial accounts for all Plan legal entities (PII, Plan Ltd, Plan Worldwide and others). This includes provision in year to management reporting and preparation of Statutory accounts for regulators. Support transforming the approach to these, through strong customer focused approach, simplifying processes and providing high quality guidance and support.

# KEY ACCOUNTABILITIES OR MAIN RESPONSIBILITIES

* Deliver key aspects of annual financial accounts for each of the Plan entities, on time and to auditable standard and comply with relevant regulatory standards (US GAAP, IFRS etc)
* Deliver key aspects of regular financial consolidations
* Ensure General ledger closures are timely, accurate and foreign currency implications are managed correctly
* Deliver up to date schedules of related party transactions and Directors interests.
* Provide appropriate support to audit work as required
* Improve month end and in year procedures to ensure year end additional asks minimised
* Ensure supporting work required for new areas of IFRS reporting such as Leases are established and maintained
* Deliver/support the delivery of small to medium scale internal projects or significant =
* Ensure benefits from implementation of YODA are achieved for financial reporting and accounting.
* Work collaboratively with key stakeholders in wider global finance community and GH Finance to ensure all financial accounts and compliance are effectively achieved on time and with simple speedy processes.
* Create one stop shop/first point of call online tools to ensure colleagues have clear simple guidance on procedures and policies related to financial accounts
* Deliver all National statistics returns on behalf of Plan Ltd.

# QUALIFICATIONS AND EXPERIENCE

* Strong financial accounting experience ideally with some audit experience
* Part qualified accountant in ICAEW/ACCA/CIMA/AAT or equivalent
* Proficiency in MS Word, Outlook and Excel, including vlookups and pivot tables would be preferred.
* Additional languages such as Spanish or French would be advantageous

# COMPETENCIES: LEADERSHIP AND BUSINESS AND MANAGEMENT

* Strong communications skills (written and verbal) with the ability to convey complex technical matters to non-technical audiences
* Organisational understanding - Purpose, priorities, values and approaches
* Business processes, policies, practices and standards
* Ability to deliver high quality work, under pressure and to tight deadlines
* Managing resources and finance
* Managing risk
* Managing technology and digital working
* Project management
* Formal people management
* Striving for lasting impact
* Being open and accountable
* Working well together
* Inclusive and empowering
* Imparting skills and knowledge

# DIMENSIONS OF THE ROLE

The role is part of the finance team, and although has no staff to manage will need to manage indirectly colleagues from the wider global finance community

# EXTERNAL/ INTERNAL INTERACTIONS

* + Managers and finance colleagues in GH departments, Regional and Country Offices
  + Managers and finance colleagues in National Organisations
  + Key colleagues and managers in legal, tax, risk, procurement, logistics and IT teams.
  + Auditors

## PLAN INTERNATIONAL’S VALUES IN PRACTICE

**We are open and accountable**

* Promotes a culture of openness and transparency, including with sponsors and donors.
* Holds self and others accountable to achieve the highest standards of integrity.
* Consistent and fair in the treatment of people.
* Open about mistakes and keen to learn from them.
* Accountable for ensuring we are a safe organisation for all children, girls & young people

## We strive for lasting impact

* Articulates a clear purpose for staff and sets high expectations.
* Creates a climate of continuous improvement, open to challenge and new ideas.
* Focuses resources to drive change and maximise long-term impact, responsive to changed priorities or crises.
* Evidence-based and evaluates effectiveness.

## We work well together

* Seeks constructive outcomes, listens to others, willing to compromise when appropriate.
* Builds constructive relationships across Plan International to support our shared goals.
* Develops trusting and ‘win-win’ relationships with funders, partners and communities.

# LEVEL OF CONTACT WITH CHILDREN

Low contact: No contact or very low frequency of interaction