

Head of Finance

Location: USA, Mexico, Germany

Job Purpose and Background:

The SBTi is looking for a Head of Finance that will be responsible for maintaining the financial health of the organization. The Head of Finance will analyze everyday financial activities and subsequently provide advice and guidance to upper management on future financial plans. Daily activities will include financial reporting, budget planning, supervision and reporting, among others.

About you:

You are an experienced financial manager that has worked with complex International NGOs and feels comfortable working in a fast-paced environment and collaborating with multiple stakeholders. You excel at leading and developing teams. You are used to managing multiple projects and deadlines, creating and reviewing financial reports, supervising budget and expenses and creating financial plans in order to achieve an organization's goals. You have no problem working with ambiguity. You plan ahead and can design and implement management reporting utilising data from multiple sources. You are familiar with designing and monitoring controls.

About the SBTi:

The Science Based Targets initiative (SBTi) is a joint initiative between CDP, UN Global Compact, the World Resources Institute, and World Wildlife Fund, aiming to catalyze change towards a net-zero economy by driving the adoption of GHG emission reduction targets in the corporate sector that are consistent with the ambition required to limit global warming to 1.5°C. Over 1,500 of the world's largest and most influential companies have joined the Science Based Targets initiative to date. Please visit www.sciencebasedtargets.org to find out more.

Key responsibilities include:

- Collecting, interpreting, and reviewing financial information
- Monitor day-to-day financial operations within the SBTi (invoicing, collections, payables and other transactions)
- Prepare monthly and quarterly management reporting (including budget, expenses and account payables/receivables)
- Developing long-term business plans based on these reports
- Participate in strategic data analysis, research, and modeling for senior organization leadership
- Support project analysis, validation of plans, and ad-hoc requests
- Manage the SBTi's financial accounting, monitoring, and reporting systems
- Ensure compliance with accounting policies and regulatory requirements

- Reviewing, monitoring, and managing budgets
- Developing and supervising controls that minimize financial risk
- Improving financial and operational processes, with the operating teams
- Timely and accurate grant/donor reporting
- Other duties as assigned

Essential skills and experience needed:

- Bachelor's degree in Finance, Economics or Accounting; CPA a plus
- 5-10 years of experience in accounting and/or financial analysis
- Ability to synthesize large quantities of complex data into actionable information for the Board
- Ability to work and effectively communicate with senior-level business partners in different cultures
- Ability to build and improve budgeting and monitoring processes
- Ability to design and implement financial processes and controls
- Orientation towards controls
- Excellent business judgment, analytical, and decision-making skills
- Strong demonstrated use of Excel, Word, and PowerPoint
- Proficient user of finance software
- Able to manage, guide and lead employees to ensure appropriate financial processes are being used

This is a full-time role based in USA, Germany or Mexico. The salary for this role will be dependent on location and level of experience. This role is a fixed-term contract for 12 months with the possibility of extension.

What we offer:

- Working in one of the most successful and fastest-growing initiatives driving climate action;
- Exciting and challenging tasks in a dynamic, international, innovative, and highly motivated team;
- Training and development;
- Attractive holiday package.

How to apply:

Please email your CV and a cover letter setting out how you meet the required skills, experience, and salary expectations, which should be no more than two pages together, to

careers@sciencebasedtargets.org with Head of Finance followed by your first name and surname in the subject. The deadline for applying is February 15th, 2022.

SBTi is an equal opportunity employer - committed to building an inclusive workplace and diverse staff, where all can thrive. We welcome and strongly encourage applications from candidates of all identities and backgrounds, and do not discriminate on the basis of race, color, religion, gender or gender identity, sexual orientation, national origin, disability, or age.