

FINANCE TEAM MANAGER



Oaktree is an ambitious non-for-profit, with the mission of young people leading, demanding and creating a just world. As with any organisation, Oaktree needs a solid foundation. The finance team ensures that the financial operations of this multi-million dollar organisation runs effectively and efficiently, enabling Oaktree to achieve maximum impact.

The finance and legal team is the foundation that enables Oaktree's operations to run smoothly and maximise its impact. The finance team manager is part of Oaktree's Extended Leadership Team and will oversee Oaktree's financial operations as well as manage Oaktree's Finance Team of 3-5 people.

As Finance Team Manager, a typical day might look like:

- Assisting with Oaktree's financial reporting obligations.
- Ensuring the accuracy in financial recording and reporting through reviewing Oaktree's accounting records on Xero.
- Coaching and supporting Finance Team members, including organising training for team members' personal and professional development.
- Seeking opportunities for process improvements and project managing them.
- Providing financial training/resources to other Oaktree teams.
- Assisting the Chief Financial Officer with ad hoc tasks.

Who we are looking for:

- Majoring or have majored in accounting in a bachelor degree.
- Excellent team/relationship management skills
- Strong communication skills
- Proven work ethic
- A basic working knowledge of Microsoft Word and Excel
- Initiative and drive to continuously learn and improve
- Experience in using accounting system, particularly Xero, will be highly regarded but not essential

We value will over skill, determination over degrees, and passion over years of experience. So go for it. Put your name forward

What you will get out of it:

- Be given unprecedented trust to manage the financial operations of Oaktree
- Gain practical and relevant experience through exposure to a wide variety of work.
- The opportunity to attend all Oaktree's Finance Sub-Committee meetings to build your understanding of organisational governance structure and be exposed to financial experts in different industries.
- Obtain skills such as people and project management that will carry forward in your career.
- Change your mindset, giving you the confidence to take on tasks and challenges you didn't think you could before.
- Gain practical and relevant experience through exposure to a wide variety of work.
- Meet passionate like-minded people and build your own personal network.
- Make an impact in Australia and globally, by leading, demanding and creating a more just world.

TIME COMMITMENT: 2-3 days a week

REPORTS TO: Dhanush Girish | Chief Financial Officer

FOR QUESTIONS: d.girish@oaktree.org

APPLICATIONS CLOSE: Sunday the 16th of December 2018

APPLY AT:

<https://oaktreeorg.typeform.com/to/zRQIWc>