



The Forum for Agricultural Research in Africa

VACANCY Announcement

SENIOR FINANCIAL CONTROLLER – CONSULTANT

The Forum for Agricultural Research in Africa (FARA) is the apex organization for agricultural research for development in Africa. As the lead institution for NEPAD's Comprehensive Africa Agriculture Development Programme (CAADP) pillar IV, which encompasses agricultural research and technology dissemination and adoption, FARA seeks to build the capacity for agricultural innovation and to make agriculture the continent's engine for economic growth. FARA works closely with sub-regional organisations (SROs) and national agricultural research and extension systems to ensure effective implementation of CAADP activities. FARA's mission is to create broad-based improvements in agricultural productivity, competitiveness and markets by supporting Africa's sub-regional organisations in strengthening capacity for agricultural innovation.

The FARA Secretariat seeks to recruit a Consultant Senior Financial Controller to review its financial systems. S/he will be responsible to the Executive Director through the Director, HR, Finance & Administration. The TOR includes:

- Review of Finance manual
- Review and upgrade the financial systems and procedures of the FARA Secretariat in conformity with international accounting and auditing standards; and recommend system to improve budgetary needs.
- Review existing financial and accounting controls for the FARA Secretariat and its programmes to enhance daily operations
- Review and make recommendation of existing cost recovery system for FARA and develop cost sharing system for both core and project finances.
- Develop guidelines for budget process
- Review the financial reporting system
- Recommend system for evaluating/monitoring of all donor contracts.
- Review risk management and mitigation plan
- Recommend training needs, levels and number of the Finance staff that would ensure an effective and efficient financial management system at FARA.
- In consultation with relevant units of FARA, review and recommend improvements for donor budget management and reporting and grant management training programs for Finance staff.
- Undertake any other assignment given by the management.

Requirement:

A minimum of MBA in Accounting, Finance, Business Administration or related field; full accounting professional qualification i.e. ACCA, CPA, or equivalent with over 10 years of practical hands-on experience in finance and accounting; or at least 10 years employment/consultant experience in a senior Finance/Accounting position preferably in an international research organisation or NGO. Excellent knowledge of fund accounting, including grant management and reporting requirements to major donors and development partners. Demonstrable skills in the development, monitoring and evaluation of finance and accounting policies, procedures and systems following the standards of an international research organization and substantial experience with the set-up, maintenance and use of accounting systems and staff development. Demonstrated experience in planning and strategic thinking with strong analytical and problem-solving skills. Knowledge of Sun System of accounting will be an advantage

Compensation

This consultancy is for an initial 6 months. Terms are negotiable based on history and experience.

Applications

Please send (via e-mail) comprehensive curriculum vitae, together with the names, addresses, e-mail addresses, telephone and fax numbers of three referees to:

Dr. Monty P. Jones, Executive Director, FARA, PMB CT 173, Cantonments, Accra, Ghana; Email: ed@fara-africa.org; Fax: +233 21 773676. Applications will be accepted up to **15th September 2009**

FARA is an equal opportunity employer and encourages applications from women.