



JOB OPPORTUNITY

Job Title: Team Leader, Finance Operations
Organization: Watoto Ministries
Duty Station: Watoto Church Downtown, Kampala

Watoto Church Ministries has experienced exponential growth in the past couple of years composed of multiple Celebration Centers (Campuses) and diverse Community care initiatives that include Childcare, Community and Neighborhood, Education and FM Radio amongst others. In all of this, Watoto remains a local church, committed to Celebrating Christ and Caring for Community.

We are seeking to recruit a **Team Leader, Finance Operations** to provide strategic leadership and ensure smooth financial operations of Watoto Ministries.

Key Duties and Responsibilities (but not limited to)

1. Financial management operations.

- Provide technical oversight on the accounting system and ensure proper functionality.
- Safeguard that complete and accurate accounting records are maintained.
- Ensure that statutory payments are submitted on time and handled in alignment with the government regulations and finance policies.
- Set the standards for the financial processes and monitors the operational performance of the team.
- Regularly review the effectiveness of the financial management processes, internal controls and implement modifications for improvement.
- Monitor periodic reconciliations with Watoto ministries' suppliers and debtors.

2. Strategy and policy development

- Develop and regularly reviews Watoto ministries finance policy and ensures it is in line with international accounting standards.
- Participate in the costing and budgeting of Watoto ministries strategic plans and projects.
- Develop and regularly review the standard operating procedures and finance risk mitigation strategy to facilitate smooth finance operations.

3. Human resource management and development

- Assist in the management of recruitment of team members.
- Ensure that new staff in the department are properly oriented, smooth onboarding, and performance standards are well explained.
- Manage and ensure that all staff have clearly defined performance action plans, and the periodic appraisals are held.
- Instigate initiatives that aim to develop the performance and development of team members to deliver high performance standards.
- Establish and prepare a suitable annual leave schedule for staff in the department.

4. Preparation of Reports

- Develop and formulate periodic reports in line with the organization's reporting guidelines to management and finance committee.
- Maintain oversight over the budget variance reporting for Watoto ministries.



Qualifications, Skills, and Experience

- The applicant for the role should hold at least a minimum of a bachelor's degree in commerce, Accounting, Business Administration, or a related field.
- Chartered membership of ACCA, CPA or similar organisation is required.
- Proficiency in accounting system software and knowledge of financial management statutory obligations, requirements, and dynamics.
- At least 7 years working experience in a similar organization or industry.
- Computer literacy and advanced proficiency in Microsoft Office Applications and database.
- Proven strong leadership skills and ability to drive a team and ability to demonstrate strategic thinking aptitudes.
- Good interpersonal skills and strong verbal, and written communication skills.
- Strong accuracy and attention to detail while able to deliberate laterally and creatively.

How to Apply

All suitably qualified and interested candidates can apply by visiting our website.

1. Website www.watotochurch.com
2. Go to the **JOIN THE TEAM** on the website menu.
3. Under that, **click here** to see job details and click **Apply Here** to apply for the job.
4. Fill out the form that will be open and submit after all sections have been filled.
5. Submit your CV, academic and professional documents, and a Church/Pastor's recommendation letter to careers@watotochurch.com (Subject Line: Job Title - First Name, Last Name)

DEADLINE: 24th / August /2024.



ONLY SUCCESSFUL APPLICANTS WILL BE SHORT LISTED AND CONTACTED FOR INTERVIEWS.