



Job description

Nes Ammim is a village in the Western Galilee, Israel, dedicated to encounter and dialogue, learning and hospitality. In its midst lives an international, ecumenical Christian community, founded and supported by European Christians and churches. Its members, motivated by the lessons of the past and the challenges of the present, are living, working and learning in solidarity with the wide spectrum of people in the country, Jews, Arabs and others.

Nes Ammim is looking for a

Financial Controller in Israel

Purpose of the job

The Financial Controller is responsible for the administration, controlling and treasury of Nes Ammim Israel.

Position in the organization

The Financial Controller is part of the Management staff, reports to the Manager Business, the CLD and Community Manager and the International Boards.

He/she participates in Operational Management Team meetings and has a decisive voice regarding financial issues. The Financial Controller supervises the bookkeeping staff.

Tasks

- Preparing the yearly budget in co-operation with the Managers;
- Responsible for the preparation of financial and operational reports, cost reports and financial forecasts on a regular (monthly) basis in order to control the budget and financial situation of Nes Ammim;
- Controlling of correct spending ear-marked donations;
- Preparing the financial statements in cooperation with external accountant;
- Cash-flow management;
- Preparing investment calculations and project controlling;
- Supervising the bookkeeping staff.

Contacts

Internal:

- Manager Business and CLD and Community Manager
- Operational Management Team;
- Bookkeeper;
- Volunteers, employees.

External:

- International Boards and Board of Directors;
- Regional council;
- Renters;
- Organizations, companies related to Nes Ammim.
- Contacts banks, donor organizations/individuals, auditor, fund raising organizations, insurance companies/advisers.

Knowledge and experience

- A Bachelor's or Master's Degree in Finance or Accounting;
- Relevant experience and knowledge of finance, accounting, budgeting, and cost control principles;
- Knowledge of automated financial and accounting reporting systems;
- High level of English written, spoken and reading.

Competences and qualifications

- Organizational and supervising skills;
- Helicopter view while focusing on the process and procedures;
- Meticulous attention to detail and accuracy in work product;
- Ability to analyse financial data and prepare financial reports, statements and projections;
- Mission-oriented;
- Ability to improvise;
- Ability to advise.

Personal skills

- Flexible and able to work under stress;
- Good communication skills, verbal and written;
- Enterprising;
- Good interpersonal skills;
- Team player.

Other requirements

- Christian inspired;
- Endorsing the ethos and profile of Nes Ammim;
- Willingness to live in a small village community, comprised of people from diverse backgrounds who live, study and work together, mainly on a voluntary basis;
- Due to its importance the position of the Financial Controller is a key position in the organization to be filled by a long-termer on a voluntary basis.

Period of stay

The Financial Controller will stay for a minimum of 2 years. The Financial controller position is a full time position (40 hrs. per week).