

## Position Vacancy

### Madagascar Finance Director (relaunch)

---

**Location:** Antananarivo, Madagascar, with regular travel to field sites, and occasionally internationally

**Closing date for applications:** 10 July 2023

**Contract type:** National or international (we actively encourage Malagasy nationals, women and people of colour to apply)

**Start date:** as soon as possible

**Contract duration:** 2-year contract, with a 6-month probation period

**Remuneration:** Competitive

---

### Organisation overview

Blue Ventures is an award-winning marine conservation organisation working to rebuild tropical fisheries with coastal communities. We're committed to protecting marine biodiversity in ways that benefit coastal people. We work in places where the ocean is vital to local cultures and economies, and where there is a fundamental unmet need to support human development, thriving fishers and thriving oceans.

### Position in organisation

This is a pivotal leadership role within our senior country management team, with overall responsibility for ensuring strong and professional financial management of Blue Ventures' operations in Madagascar, reporting to the Country Director. You will work with close collaboration, technical support and oversight from the global finance team based in the UK. You will have line management responsibilities for a central team in Antananarivo of 7 people and with technical line management of finance staff across the country office.

Blue Ventures' work in Madagascar has expanded considerably over the last couple of years and as a result, we are seeking a Finance Director to direct Blue Ventures' financial operations in Madagascar and lead our development of financial processes during this period of growth and change.

## Summary job description

The Finance Director (FD) will oversee and ensure seamless operations of the Finance department within the country office, whilst carrying the strategic leadership in Finance and promote high standards of integrity and accountability on the utilisation of organisational resources.

The FD will oversee the provision of services responding to the needs of the workforce and the programmes, supporting in the design, implementation and monitoring of the country strategy, provide oversight in the finance department and to other members core teams and departments.

The FD will work collaboratively with other senior colleagues in the country leadership team on financial approaches and best practises to ensure long term financial sustainability. You will advise and recommend on the key operational actions and outcomes for the country office while receiving technical support from the UK based finance business partner for Madagascar and other key personnel in the headquarters team as needed including the Global FD.

You will oversee the country finance team, based in Antananarivo (Accountancy and Booking manager, Finance Grants manager, Logistics national officer) and technical management of regionally based finance staff.

You will build and maintain a collaborative network with various external stakeholders such as Donors, Partners, Service providers, local government and non-governmental partners.

The FD will ensure high supervision standards of the current finance systems and processes and ensure organisation resources are not wasted, ensure value for money in all transactions and ensure timely support to the workforce.

## Responsibilities

### ***Strategic Operations:***

- Ensure annual operating budget objectives are achieved by leading and coordinating the development of the country's annual operating budget.
- Participate in executive level management decisions and provide input to country-wide strategy development.
- Lead the development and modification of country finance policies and procedures. Oversee the implementation of and compliance with these policies.

- Work with key country, regional, and organisational leaders to ensure that the country operation has a sustainable financial model that can support the key objectives of the country whilst being compliant with organisational funding requirements.
- Manage external financial relations to include the Madagascar government, commercial entities, lawyers, and other service contractors as needed.
- Collaborate with the MCoG to ensure strong internal controls and financial management processes are implemented at each level of BV Madagascar.
- Lead on critical in country compliance and tax requirements to ensure the ongoing legality of BV's operations in Madagascar.

#### ***Team Management:***

- Supervise all managers within the Finance, Logistics & Procurement departments and identify capacity development and performance-based development plans.
- Develop and train senior national staff members to prepare internal and external budgets as needed, including project budgets, donor cost sharing, budget realignments, project pipelines, and salary charging guides.
- Provide technical line management of finance staff across the country office.

#### ***Reporting , Analysis and grant management:***

- Lead and coordinate the periodic review of the country's financial performance by conducting monthly project financial review & analysis meetings.
- Lead on the financial management of a complex and diverse portfolio of country programme grants, including establishing the necessary local systems, processes and information flows to allow smooth management of the grants as close to the point of delivery as possible.
- Ensure compliance with BV Global finance and compliance policies & procedures (e.g., SOPs, BV's financial systems and management tools), Donor rules & regulations, and respective laws of Madagascar (e.g., taxation laws, annual financial report & other statutory requirements). Also coordinate and escalate to HQ where potential conflicts are identified or where training & support is needed.
- Verify that procurement expenditures and commitments are in line with budget availability and current level of expenditure.
- With the Madagascar Finance Business Partner, ensure program staff have sufficient financial data for routine program reforecasting, within donor limitations.

- Act as the liaison and contact person in collaboration with the CD for all financial matters between BV Madagascar, HQ and Donors.
- Support the MCoG in collaboration with the Madagascar Finance Business Partner by preparing financial dashboards and presentations for submission to donors.

### ***Logistics and Procurement Operations:***

- Supervise Logistics and Procurement Functions.
- Ensure administrative systems including IT, telecommunications, and fleet support functions are working efficiently.
- Ensure that all logistics and procurement manuals are up to date – this includes policies and procedures, security, health, safety and safeguarding, and relevant operations documents.
- Ensure that the office and all sub-offices are efficiently functioning and are observing BV's standards.
- Guide the development of strong procurement policies and procedures to minimise opportunities for irregularities and fraud.
- Lead the logistics department to ensure that all the organisation's assets and inventory are recorded, tracked, and insured.
- Ensuring proper preparation and execution of procurement processes for goods, works, and services and compliance with BV and donor procedures.

## **Skills and experience**

### **Education:**

- Bachelor's degree (or higher) in finance, business administration, accounting, economics, or a related area.
- A masters degree is desired

### **Experience:**

- Significant and demonstrable years of experience (7 years) in financial management, preferably in an INGO context, including senior financial management in a development context.
- Previous experience at the country level finance management or acting in that role.
- Experience in team management, both directly and indirectly (technical management).

- Knowledge of the INGO sector and principles of good governance regarding accounting/financial legislation and regulations.
- Experience with projects financed by institutional donors.
- Proven experience of multiple donor's compliance regulations and managing institutional donor funding and relationships (foundation funding desired)
- Proven experience (4 years) at the national level of (multiple) project (s) and budget (s) management (e.g. project planning, grant management, compiling and monitoring budgets, project cycle management, narrative and financial reporting), preferably in an INGO setting.
- Experience in developing and maintaining systematic and transparent records in order to keep track of (multiple) projects and for accountability and auditing.
- Knowledge and skills in cash-based interventions and financial service alternatives such as microfinance, mobile banking (desired).
- Excellent experience in proposal and report writing (desired).
- Excellent experience in donor rules and regulations and validation procedures (desired).
- Specialisations in accounting and/or audit desired (desired).

#### **Technical Skills:**

- Leadership skills to contribute to the development of the finance team and organisational growth.
- Proficiency in financial management software, accounting tools, and procurement management tools.
- Risk analysis and management skills.
- Solid knowledge of computer office software such as Excel, Word, or Google Docs.
- Excellent verbal and written communication skills that include analytical skills (ability to analyse budgets and make financial forecasts).

#### **Languages:**

- Excellent command of French and English, both oral and written.
- Malagasy language skills (desired).

## Qualities:

- Proven ability to work independently under minimal guidance, pressure, and tight deadlines.
- Excellent communication skills and team player mentality.
- A diplomatic but firm approach to obtaining buy-in and contributions from a range of staff.
- Ability to motivate and support colleagues.
- High level of self-organisation and ability to work independently.
- Willingness to continuously update know-how and skills.
- Strategic vision.
- Demonstrated ability to work in a multicultural context.
- Agility and stress/frustration management.

*Blue Ventures is committed to safeguarding and promoting the welfare of young and vulnerable people and expects all members of staff to share this commitment. We take a zero-tolerance approach to anyone who contravenes our policy. All candidates will be asked questions on safeguarding and child protection. We want people of all backgrounds to see themselves represented and included in our work, so we actively seek to diversify our team and bring more voices to the table and offer a range of benefits to encourage a work life balance.*

## Application process

Interested candidates should send the english version of their detailed CV, cover letter, salary expectations, professional references and scan of the highest degree to:  
**mfd0123@fthmconsulting.com** by 10th July 2023.

Only complete applications will be processed. Please note that applications will be reviewed on a rolling basis and first-round interviews may be conducted with short-listed candidates before the application deadline.

To know more about Blue Ventures (<https://blueventures.org>)

## Why work with us:

**Mission:** We operate at the frontline of some of the world's most pressing environmental and social problems, innovating effective and scalable responses with tropical coastal communities. We are recognised as a transformative force in our sector.

**Working style:** We're a fast-moving social enterprise, quick to embrace and implement promising ideas without bureaucracy.

**Autonomy:** We expect and support our staff to take a lead in their own work, offering scope for creativity and strategic input.

**Professional development:** We challenge and support our staff to grow their skills, providing considerable exposure to different work experiences and training opportunities.

**Adventure:** We offer extensive opportunities for travel, working in diverse environmental and cultural contexts.

**Family:** We look out for one another as we work closely together in challenging situations, celebrating successes and spurring each other on when the going gets tough.

**Values:** Our organisational values are central to everything we do:



### Communities first

Above all, we listen to community needs, responding in a sensitive and pragmatic way for long lasting benefits.



### Passion & belief

Our mission is urgent and critical, we believe that our models work, and we are determined to get the job done.



### Valued people & effective teams

We work in diverse and inclusive teams where all members have a voice and influence. We are effective because our work is integrated across teams and projects.



### Innovation & courage

We are resourceful and creative. We are prepared to take risks and challenge broken paradigms.



### Openness & humility

We are an open source social enterprise. We work in a transparent and collaborative way to pass on what we learn to others who share our vision and passion.



### Grounded in evidence

We have high standards and are not afraid to be self-critical. If we see something that doesn't work, we change tack until we're on the right course.