

Vacancy Finance Manager VNG International - Puntland State, Somalia

VNG International has a vacancy for a Finance Manager for the DANWADAAG and SDLG programme in Puntland State, Somalia.

VNG International

VNG International is the International Cooperation Agency of the Association of Netherlands Municipalities (VNG) and has been established in 1993. Being part of VNG, one of the oldest and strongest local government associations in the world, our roots in local government are deep. Through projects and programmes in 45 countries annually on average, we provide institutional capacity development interventions for local government authorities, their national associations, government training institutes and national government agencies and decentralisation task forces.

Our portfolio is financed through a variety of donors, including the Netherlands Ministry of Foreign Affairs, EU agencies, World Bank, and other national and multilateral institutions. Our head office is located in The Hague, employing around 50 people, while our daughter company International Development Center for Innovative Local Governance (CILG) is located in Tunis.

VNG International is actively involved in global and European advocacy networks of local government authorities, local government associations, and in platforms of development agencies on governance programming. Our unique profile enables us to cross-fertilize and to provide services for clients which better suit the needs of the beneficiaries. "Local government" is part of our identity: we are of, for, and together with local governments.

The finance manager VNG International is looking for will work for the two programmes that we are currently implementing in Puntland State, Somalia: DANWADAAG and Sustainable Development through improved Local Governance (SDLG).

DANWADAAG

"Improving the social contract through inclusive and transparent Disaster Risk Management"

The DANWADAAG programme is implemented by a consortium that consists of four organisations, namely VNG International (lead), CARE Netherlands, Free Press Unlimited and MediaInK.

DANWADAAG aims to increase government legitimacy through efficient and effective disaster risk management (DRM) based on access to information, inclusive policies and services. DRM is approached as a channel to improve the social contract between communities and public authorities.

The outcomes are centred around the programme's four target groups:

1. Communities can contribute to inclusive and transparent DRM through equitable;
2. CSOs have the legitimacy and capacity to contribute to inclusive and transparent;
3. Public authorities have the legitimacy and capacity to coordinate and implement inclusive and transparent DRM;
4. Media have the capacity to contribute to inclusive and transparent DRM through disseminating relevant information and creating spaces for inclusive dialogue between public authorities, civil society and communities.

DANWADAAG is financed by the Embassy of the Kingdom of the Netherlands in Nairobi and will run until 31 March 2025.

Sustainable Development through improved Local Governance

The SDLG programme is a strategic partnership between VNG International and the Ministry of Foreign Affairs in The Netherlands that runs from January 2022 to December 2025. The overall objective of this programme is to enable local governments to shape a more sustainable future. It will be implemented in at least 8 countries, divided over 4 specific themes. One of the countries where the programme will be implemented is Somalia. The overall objective of the programme in Somalia is to strengthen the social contract between local authorities and youth through Inclusive Local Economic Development (ILED). The idea behind this approach is that local governments who are able to better fulfil their mandate in promoting ILED will gain more trust from citizens, thus strengthening the social contract, which in the long run should lead to more legitimate stability.

In line with this objective, the project will focus on four specific outcomes:

1. Improving local capacity to promote ILED within targeted pilot districts in Puntland State, Somalia
2. Elevating inclusive and accountable (female) leadership within targeted pilot districts in Puntland State, Somalia
3. Empowering youth in targeted pilot districts in Puntland State Somalia to promote ILED
4. Enhancing intergovernmental coordination for ILED

Responsibilities

The Finance Manager is responsible for the local financial coordination of the DANWADAAG and SDLG programme. The responsibilities of the finance manager include; ensuring donor's financial contractual obligations, rules and procedures, and audit protocol are adhered to by VNG International and its partners. In addition, the finance manager acts as a liaison for financial staff of (local) partners.

Financial Management:

- Preparation of monthly, bi-annual and annual financial reports, in accordance with VNG International and donor procedures and (compensation/accountability) guidelines;
- Administration of vendor and supplier accounts, including codification of invoices, reimbursement requests, journal entries and (VNG) bank account reconciliations, contract facilitation in accordance with VNG International and donor procedures and guidelines;
- Monitoring financial administration of activity and programme budget and expenditures, and timely identification of potential budget overrun;
- Tracking and monitoring of bank and cash balance, as well as ensuring sufficient liquidity / cash flow for programme implementation and on time submission of advance payment requests;
- Coaching, support and advice to local programme offices of VNG International and partners on financial planning and reporting, and ensuring compliance with VNG International and donor procedures and (compensation/accountability) guidelines;
- Tracking of and informing on local laws and regulations (e.g., tax obligations);
- Facilitate the work of external auditors and provide all assistance as required.

General Administration and Logistics:

- Facilitate any local (renewal) registration procedures and permits as relevant for the programme and required by applicable laws;
- Arrange and administer transport (flights, car, visas etc.).

Requirements

We are looking for someone who meets the selection requirements set out below.

Education:

- Minimum of University Degree in Accounting, Finance, Public or Business Administration;
- Qualified ACA, ACCA or CIMA Accountant is desirable.

Professional experience:

- Minimum of 7 years of professional experience in financial management, bookkeeping, financial reporting and compliance, experience in the field of LED is an asset;
- Minimum of 5 years of professional experience in an international NGO (consortium), including application of financial donor guidelines and audit requirements, preferably for NL-funded development programmes.

Skills:

- Demonstrated capacity to supervise complex financial management processes and ledgers, also in partner organisations;
- Demonstrated capacity to apply financial administration guidelines, manage human resource administration (e.g., payroll), (financial) archives administration;
- Excellent verbal and written competency in English and Somali;
- Ability to plan and coordinate pro-actively and work in an organized manner;
- Excellent drafting and reporting skills;
- Timeliness;
- Ability to work under pressure and to handle stress;
- Gender and conflict sensitivity, intercultural sensitivity;
- Computer literate (Microsoft Office, Teams, Zoom, common online project management and accounting software).

Important information:

- The position is for a period until the end of the year with the intention of annual renewal until the end of the project(s)..
- The Finance Manager will be based in Garowe with travel in the region.
- **We strongly encourage female candidates to apply for this position.** These candidates are given priority for this position for the promotion of gender equality in the event of equal sustainability.
- Only shortlisted candidates will be contacted.
- A financial case study can be part of the application process.
- How to apply? Please submit your updated CV (incl. referees) and motivation letter via [this link](#).
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- **Deadline for applications: 3 January 2023, the starting date is as soon as possible**