



HealingFoundation
Strong Spirit • Strong Culture • Strong People

Senior Officer - Finance

The Healing Foundation

Position: Full time contract 12 months, with a potential for extension

Location: This position can be based at any of our office locations

Who are we?

The Healing Foundation is a national Aboriginal and Torres Strait Islander organisation that partners with communities to address the ongoing trauma caused by actions like colonisation and the forced removal of children from their families. Our work helps people to create a different future.

We work with communities to create a place of safety, providing an environment for Stolen Generations survivors and their families to speak for themselves, tell their own stories and be in charge of their own healing.

We are governed by an Aboriginal and Torres Strait Islander Board with strong connections to the community and a dynamic mix of experience.

About the role

Reporting to the Deputy Director Corporate Services you will be an experienced in all financial processes with well developed leadership capabilities. The ideal candidate will contribute at both hands-on and strategic levels to cultivate a positive and innovative culture. Your responsibilities in this role will include:

- assessment of finance systems and processes through a continuous improvement process. Design and plan improvements as required
- management and oversight of the Fraud risk assessment matrix and co-ordinate senior management to review regularly
- support the Internal Audit plan as required if applicable to finance practice
- management, preparation and reporting of the budget, providing financial analysis monthly and quarterly for the organisation and our auspice organisation
- providing high level advice, ensuring compliance with financial standards and relevant legislation
- work effectively with a broad range of internal and external stakeholders, to deliver on relevant legislative requirements
- preparation of funding submissions and acquittals in accordance with guidelines and in consultation with Directors
- ensure the proper processing of accounts and allocation of expenditure against budget
- manage the financial and cash flow analysis and reporting on behalf of THF including the preparation of regular and ad hoc team reports and annual financial statements

About you

- you will have/ or be willing to gain an understanding of Aboriginal and Torres Strait Islander issues and the

impact that colonisation and Stolen Generations policies has had on families and communities

- you will have the ability to empower and advocate for Stolen Generations families and communities and a desire to contribute to real change
- you will be resilient, with great team working and relationship building skills, and the ability to communicate with respect, empathy and understanding
- 5+ years' experience
- finance related qualifications and ability to lodge IAS & BAS
- demonstrated cultural awareness and competency and an ability to work positively and productively with persons from a variety of international and cultural backgrounds

What we can offer you

- professional support, training and development to improve career opportunities after successfully completing probation
- salary packaging benefits
- access to employee support and wellbeing programs
- flexible working arrangements and locations.

Before applying

Applications must include a current resume and a cover letter (maximum 2 pages) addressing the core and job specific competencies. To obtain a copy of the detailed position description & job specific competencies please paste the below link into the web browser: <https://healingfoundation.org.au/work-with-us/>

The Healing Foundation is an equal-opportunity employer and we encourage and prioritise applications from Aboriginal and Torres Strait Islander peoples. We are committed to ensuring all individuals are treated with dignity, regardless of cultural backgrounds, ethnicity, sexual orientation, gender identity or spiritual beliefs. and young people. Applicants are required to undertake a National Police Record Check and Working with Children Check before commencing employment and may be asked to undertake any relevant checks periodically during their employment.

Further inquiries contact: hr@healingfoundation.org.au

This is an immediate vacancy and interviews will be held as they are received and assessed.

[Click to download the position description and a link to apply](#)