



haller

Title: Project Accountant, Haller Foundation (Freelance)

About Haller

Haller was established in 2004 to promote a model for economic development that is both sustainable and environmentally sound, putting into practise the principals of Dr Rene Haller, an UNEP global laureate renowned for his work in transforming degraded industrial landscapes through environmental regeneration.

The Haller Foundation is currently transitioning into the Voluntary Carbon Market to develop a verified, long-term carbon offset project in Kenya.

To learn more about The Haller Foundation, please visit: www.haller.org.uk

The role

This is part time, estimated between 1-2 days per month, but a key role in the Haller UK team. The role offers a unique opportunity to work in an international charity, supporting other parts of the organisation, with the prospect of learning about carbon offset credits. As Project Accountant, you will be part of an exciting new initiative, providing exposure to a wide array of key finance activities that place you at the heart of the organisation, with the opportunity to influence key decision makers.

Specifications

The role of Project Accountant is to administer and monitor Haller's financial systems to ensure that the organisation's finances are maintained in an accurate and timely manner.

The Project Accountant is responsible for the preparation of accounts for the Foundation Director, the Board of Trustees, and the presentation of the accounts to the external auditor / independent examiner. The role is suited for a candidate with entrepreneurial flair and a sophisticated understanding of international development issues, with an interest in carbon markets and financing.

You will need to have

- A minimum of two years experience of charity and project accounting, ROI and value for money.
- Experience with both Management and Financial Accounting.
- Familiarity with SORP.
- The ability to think analytically and communicate findings effectively.
- System skills. being able to implement new processes and structures.
- Excellent communication skills, whether that's internal, with suppliers, or with clients and donors.
- Good time management skills and a keen attention to detail.
- Experience of working in the non-profit sector, producing board level financial results (dashboard / slides).

A minimum level of experience required is

- Experience of AP / AR / P&L and balance sheet.
- Either a CIMA qualified accountant who has extensive experience working in or with charities or a qualified/part-qualified ACA/ACCA who has upwards of two years experience in public sector/charity audit or assurance.

The role requires the highest level of

- Communication skills.
- Organisation.
- Accuracy.
- Attention to detail.
- Energy.



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You must be

- A team player.
- A proactive self-starter with the ability to “run with” initiatives and identify areas of improvement.
- Firm and fair, able to ensure processes are adhered to.
- Organised and able to multitask.
- Able to demonstrate creative and critical thinking skills with a good understanding/ interest in the global Voluntary Carbon Markets.
- Passionate about working with and on behalf of vulnerable communities.
- Open minded and able to work alongside people from all backgrounds.

The role in detail

The Project Accountant is responsible for all charity accounting matters, including independent examination and all audit related matters such as SORP compliance, budgeting, cash flows and management accounts. Specifics are listed below:

- Work closely with the Foundation Director, advising on financial management, strategic planning, risk management, delivery of projects within budget and present reporting and analysis packs.
- Support organisation-wide projects including investment appraisals.
- Lead on value for money initiatives and business process review for value and money assessments.
- Provide financial analysis for income, expenditure, and specific areas of business operations.
- Support the financial planning process and financial performance management and monitoring process.
- Charity taxation, ensuring and claiming all reliefs and exemptions Haller is entitled to, such as gift aid, and payroll giving.
- Full payroll and invoice services for a small team of 5.

The role requires between 1-2 days per month, at a rate of £35 per hour. The selected candidate will work remotely, but on occasion will be required to attend in person meetings with the Haller team and Foundation Director.

Reporting

The Project Accountant will report to Haller’s Foundation Director and will also work closely with the rest of the Haller team, providing appropriate weekly, monthly, quarterly and year-end reporting on all activities.

Goal

In the next 3 years, grow Haller UK into a leading sustainable development charity providing certified carbon capture projects and information through technology to smallholder farmers in Kenya and ethical carbon offsets to polluters worldwide.

Key Objective

Haller UK exists to align ecology and economy through building self-sustaining communities, reviving degraded landscapes and tackling climate change.

Contact

If this role is of interest to you, please contact Haller’s Foundation Director, Chloe Ford-Welman (chloe@haller.org.uk) before the **12th November 2021**.