



# Global Financial Controller

## Job Description

Department	Finance
Reporting to	Senior Director Finance and Operations
Location	New York (or remote US/east coast hours)
Job Level	BG-10

## The role

The mission of the Finance and Operations Department is to contribute to the good management of Integrate Health by guaranteeing the quality and reliability of financial information, the security of flows, and the efficiency of financial processes. The Global Financial Controller will contribute to this mission by providing management information and relevant activity analysis, by contributing to the development of the financial strategy, and by supporting multi-year planning. This role will contribute to cross-functional priorities across the Finance Department and particularly to improving internal control and risk management.

Integrate Health offers a competitive compensation package and a generous benefits package aligned to applicable law. The compensation range for this position will be between \$77,000 and \$110,000, depending on experience, for candidates based in the US.

## Your contribution:

### 1. Financial Planning and Management:

- Contribute to development and consolidation of IH annual budgets across two country offices and global team and facilitate its ongoing financial steering.
- Contribute to periodic (monthly, quarterly, and annual) budget review.
- Contribute to the development and maintenance of financial policies, procedures, and internal controls to safeguard assets and ensure financial integrity.

- Manage banking relationships and cash management in USA and review global banking relationships.
- Support upgrades to Integrate Health's accounting and financial systems to improve performance.
- Follow up on requests for calls for funds and monitor cashflow on sites where IH is present.

## **2. Accounting and Financial Reporting:**

- Oversee USA day-to-day financial operations, managing all accounts, ledgers, and reporting systems, ensuring compliance with appropriate GAAP standards, IRS guidelines, and regulatory requirements.
- Monthly control of country office accounting and ensure proper integration into head office accounting.
- Ensure compliance with accounting principles, regulatory requirements, and internal financial policies.
- Prepare consolidated monthly financial report for review by the Senior Director of Finance and Operation before sharing with CEO.
- Contribute to external and internal audit activity and ensure implementation of auditor recommendations.
- Review and upgrades internal controls.

## **3. Grant and Contract Management:**

- Provide financial oversight for grants and contracts, including budget development, monitoring, and reporting.
- Ensure compliance with grant and contract requirements, including financial reporting and documentation.
- Formalize and/or support and then validate country project budgets prior to donor submission, and contribute to the preparation of the administrative files required to submit project proposals to donors.

## **4. Compliance and Risk Management:**

- Ensure compliance with applicable laws, regulations, and tax requirements for nonprofit organizations.
- Stay updated on changes in financial regulations and best practices in nonprofit financial management.
- Work with the Senior Director of Finance and Operations to Identify and mitigate financial risks through effective risk management strategies.

## **5. Functional Management**

- Provide day-to-day support to the Country Finance Directors/Senior Directors of other functional areas on financial projects in line with requests
- from the Senior Director Finance and Operations.

## **6. Skills Development**

- Provide training, advice and support in setting up efficient country accounting systems and in the correct application of procedures, through regular travel and follow-up.

## **What we're looking for**

- Minimum 5 years (10 years preferred) of relevant professional experience in accounting and financial analysis. CPA a plus or advanced degrees in accounting.
- Public accounting background, non-profit experience.
- A combination of analytical skills, intellectual curiosity, persistence, and reporting acumen.
- At least B2 proficiency in French and English, fluency preferred.
- Proficiency in financial software and tools (regular tech stack), including QuickBooks Online, and a soon-to-be-upgraded ERP system such as NetSuite or Sage Intacct.
- Strong attention to detail and accuracy in financial data analysis and reporting.
- Excellent communication and interpersonal skills, with the ability to collaborate effectively with diverse stakeholders.
- Demonstrated ability to manage multiple priorities and work under tight deadlines.
- Individuals who can bring new perspectives to the organization (recruiting for culture add rather than culture fit).
- Commitment to the mission and values of Integrate Health.

## **Commitment to Diversity, Equity, and Inclusion:**

At Integrate Health, we place a high value on diversity and the benefits that come from having employees with a wide variety of backgrounds and experiences. We do not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status. Applicants of West African origin, especially women, are strongly encouraged to apply. To learn more, please visit the diversity, equity, and inclusion page on our website.

## **To apply**

Please submit a resume and responses to the three questions below in no more than one page to [info@integratehealth.org](mailto:info@integratehealth.org) with "Global Financial Controller" in the subject line.

1. Why are you interested in this position?
2. What is one reason you think you'd be a good fit for this position?
3. What is one strength you would bring to this position?

Please keep total question responses to a maximum of one page. The application deadline is rolling. Interested applicants are strongly encouraged to apply as soon as possible.

## Hiring process

The hiring process will include the following steps:

1. Review submitted applications
2. Conduct 20-minute screening interviews for shortlisted candidates
3. Request that shortlisted candidates submit a practical assessment (designed to take no more than two hours to complete)
4. Conduct skills-based interviews for 3-5 candidates
5. Request references
6. Conduct final interview if necessary
7. Make offer

Only shortlisted applicants will be contacted, but candidates who proceed to step 2 will be notified if they are not chosen for step 3.

### About Integrate Health

Integrate Health (IH) is a rapidly growing global health organization working to serve rural and remote communities in Togo, and in Guinea, West Africa. We believe that access to healthcare is a human right, and we are committed to making this a reality by partnering with governments and local communities to make quality primary healthcare accessible to all. We implement and study an integrated approach to strengthening primary healthcare delivery in order to achieve universal health coverage. By integrating professional Community Health Workers with improved care in public clinics, this approach creates a patient-centered health system that is accountable to the community and dramatically reduces mortality in severely resource limited settings. For more information on Integrate Health, please visit [www.integratehealth.org](http://www.integratehealth.org).