The Akanksha Foundation is a non-profit organization with the mission “to build one of the most innovative school networks that empowers children from low income communities to maximise their potential”. Akanksha currently serves 10,000 children and 4000 alumni, through its 27 schools in Pune, Mumbai and Nagpur in partnership with the municipalities.

Position Summary:
Reporting to and partnering with the Chief Finance Officer (CFO), the Director Finance (Director) will play a critical role in developing and implementing the financial strategy for The Akanksha Foundation. As a member of the Finance leadership, the Director will be working with other Leadership Team (Program and Functions), evaluating and assisting with their financial plans, economic modelling and implementation. S/he will be responsible for overseeing all fiscal and fiduciary responsibilities for the organization, in conjunction with the CFO and CEO.

Specific responsibilities will include:

Strategy
● Work with the CFO to collaborate with the CEO and Leadership team and set the vision and strategic plan for the organization based on external opportunities and internal capacity / competencies
● Oversee long-term budgetary planning and costs management in alignment with The Akanksha Foundation’s strategic plan
● Assess organizational performance against both the Annual Budget and The Akanksha Foundation’s long-term strategy.
● Work with the CFO to develop tools and systems to provide critical financial and operational information to the CEO and make actionable recommendations on both strategy and operations.
● Work with the Development team to align the Fund raising strategy with the long term financial plans while complying with the changing norms around FCRA, CSR and other laws.

Financial and Operational Management
● Oversee the financial reporting systems, ensure compliance with appropriate regulatory requirements including Income tax, Charity Commissioner, Ministry of Home Affairs, etc.
● Maintain internal control safeguards, while overseeing all audit and statutory activities.
● Review the fund utilisations and the management information system to monitor the spends in line with budgets for all departments, incl. cost per child and other metrics as needed
● Make investment decisions and ensure appropriate cash flow management.
● Oversee budgeting and the implementation of budgets so as to monitor progress and present financial metrics and projections.

Legal and Compliance
● Review and oversee all legal documentation including but not limited to grant agreements with foreign and local donors, non-profit partners, vendor contracts, MOUs etc.
• Ensure compliances under statutory laws as applicable to charitable organizations including disclosure requirements.
• Develop and update policies relating to organization governance and regulatory affairs.

Administration
• Oversee the general administration, procurement facilities management and safety of all offices

Culture and Team Management
• Mentor and develop the team, managing work allocation, capacity building, mentoring, problem resolution, performance evaluation and building an effective team.
• Guide larger, cross-divisional teams (programs and functions) outside of direct span of control, as needed.
• Build organization culture for better financial governance and performance.
• Upholding the Akanksha culture (Be the Change).

Role requirements:

Experience, Skills & Qualification:
• A seasoned and mature leader with at least 10 years of post-qualification experience - gathering and evaluating financial information, making actionable recommendations for the organization and statutory compliances.
• Should have at least 3 to 5 years’ experience of leading the finance vertical.
• Must have managed teams
• Should be someone who is strategic, creative, energetic and resilient and has managed diverse stake-holders.
• Should have Masters in business and/or qualified Chartered Accountant or Cost Accountant or any similar qualification
• Working experience in an NGO within the last 5 years will be an added advantage

Location: Anywhere in India; however candidates from Mumbai/ Pune / Nagpur will be preferred

Contact: krati.tolani@akanksha.org