



**Beyond Borders
Finance Officer (Remote)
Job Posting**

Beyond Borders sees in Haiti the seeds for a new world where people overcome great challenges by learning to question, dream, & act together. We are committed to supporting social movements and development efforts in Haiti, and we are looking for a **Finance Officer** to join our North American team and help us realize our goals.

This person will be joining professional and growing finance team in North America and Haiti. If you're a finance professional with a solid understanding of grant financial management and a spirit and passion for sustainable social change, keep reading and apply today!

The Finance Officer Role:

The Finance Officer will focus on supporting and managing Beyond Borders grants financials. This person will play a key support role to the Finance Director, Grants Coordinator, and the rest of the management team on matters related to grant financial management.

In addition to managing grant financials, this person will also support general finance and accounting operations as needed.

Reporting to the Finance Director, the Finance Officer will work closely with colleagues in North America and Haiti. This person will work 100% remotely, but will ideally be based in North America and able to travel to Haiti 2-3 times per year.

A Day in the Life:

Grant Financial Management:

- Track grant revenue against expense budgets and provide information to fundraising staff on revenue gaps to support priorities in fundraising
- Work with Haiti-based finance and program teams to prepare project budgets for submission to donors, ensuring alignment with donor guidelines
- Ensure all secured grants are adequately coded and chart of accounts are created, updated and communicated
- Monitor and ensure project and administrative spending are all in line with agreed budget
- Work with the Grants Coordinator to organize and lead regular grant management meetings
- Ensure compliance with various donor regulations in all grant transactions and processes, and prepare timely donor-specific financial reports

General Financial Management:

- Support the review of monthly transaction reports, payroll, and other regular finance operations as needed
- Support finance-program teams with annual budgeting processes, annual audit preparation, implementation, and follow up
- Work with the finance team to develop and roll out finance policies, tools, and management strategies

Other Responsibilities:

- Actively participate as a member of the Leadership Team
- Actively participate and/or lead ongoing or ad hoc intra-organizational working groups

- Conduct other tasks identified in consult with Finance Director and/or the Deputy Executive Director

Is This You?

- You're passionate about social justice and a commitment to Beyond Borders' [mission and vision](#).
- You have a degree in Finance or a closely related field.
- You have 3+ years of progressive experience in financial management, budgeting, forecasting, and financial reporting.
- You are comfortable with and knowledgeable about GAAP (general accepted accounting principles).
- You've worked with a development NGO in the past.
- You are fluent in English, with advanced fluency in written and verbal communication in English.
- You have a professional working knowledge of **Haitian Creole** (written and verbal).
- You collaborate effectively and respectfully with culturally diverse staff, partners, and donors.
- You're able to travel to Haiti occasionally throughout the year.

It'd Be Great If You Have:

- Professional working knowledge of French (written)
- Familiarity with finance, procurement, and administrative regulations and requirements from institutional donors
- Previous experience in Haiti
- Emotional intelligence, deep appreciation for world cultures, and ability to communicate cross-culturally

This Position Offers:

- \$45-55k annual salary, commensurate with experience
- An excellent benefits package
- 100% remote work, with travel to Haiti 2-3 times per year
- The opportunity to work with an amazing team to make a positive impact on Haiti

About Beyond Borders:

Beyond Borders sees in Haiti the seeds for a new world where people overcome great challenges by learning to question, dream, & act together, and where families & communities thrive on foundations of trust and mutual respect. With a mission to help people build social movements for liberation in Haiti, Beyond Borders works to equip Haitians to lead the movements to end child slavery, ensure quality primary education for all, prevent violence against women and girls, and promote sustainable livelihoods and economic justice. For more information, please visit to [Beyond Borders' website](#).

To apply, click "[Here](#)" to submit your resume, a cover letter explaining why this position interests you, and to complete a brief questionnaire.

Beyond Borders is an equal opportunity employer. Diverse candidates including people of color, women, and members of other historically marginalized groups are encouraged to apply.