# Finance Officer– Transformative Peace (Empower CommUNITY Program)

Position Location: Tangier

Project Proposal Name: Empower CommUNITY Anticipated Start Date: January 6, 2025

**About Transformative Peace**

Transformative Peace ​is a mission-based consultancy focused on conflict resolution, preventing violent extremism of all forms, and building inclusive peace processes. Our work is grounded in the belief that peace is a fundamental right, and that all members of society are entitled to a role in peacemaking efforts. We partner with stakeholders dedicated to preventing and transforming conflicts at the community, national, and international levels, and offer expertise in a range of sectors - including: international mediation; dialogue processes; problem-solving workshops; women, peace and security; evidence based research and conflict analysis; designing inclusive programming to prevent violent extremism; monitoring, evaluation and learning; and community capacity training.

**Project Description**

The purpose of the Transformative Peace- TP SARL Morocco Empower CommUNITY program is to build holistic and gendered resilience within select communities in Morocco through the cultivation of a community of practice among promising, local, and enthusiastic civil society organizations and community leaders. Rooted in principles of inclusivity and participatory action, this program operates through a community-oriented approach to preventing violent extremism (PVE) that centers the empowerment of women, youth, and local communities.

Empower CommUNITY has three main objectives:

1. Develop the capacities and knowledge of local organizations and individuals through capacity- building workshops; mentorship; knowledge transfer processes; and monitoring and evaluation.
2. Mainstream gender and intersectional analysis into programming to integrate gender and WPS principles into program design and implementation.
3. Cultivate a strong, capable, and self-sufficient community of practice with the means to apply best practices, evolve according to circumstances and emerging practices, mentor new cohorts, and to independently design and implement peacebuilding interventions.

# Position Description

The Finance Officer plays a critical role in ensuring the efficient use of organizational resources while upholding compliance with financial regulations and standards. This position is essential for maintaining the integrity of our financial operations and supporting the overall financial health of the organization. The Finance Officer will oversee payroll and accounting systems, ensuring accuracy and timely processing of all financial transactions.

# Responsibilities

* + Preparing employee payroll checks, company tax returns, and maintaining general ledgers
  + Maintaining and balancing financial records
  + Preparing comprehensive financial narrative reports
  + Reconciling and preparing accounting, statistical, and financial accounts
  + Writing daily reports, preparing general ledgers, trial balance, and other financial statements
  + Work closely with other team members to provide financial insights and support, facilitating informed decision-making across the organization.

# Qualifications:

* + Bachelor’s Degree Required in accounting, finance, or related field; Master’s degree or professional certification is a plus
  + Computer proficiency in Microsoft Word and Excel, and relevant accounting software
  + At least 3 years of experience in accounting or a related field
  + Strong communication and logistical skills, with a demonstrated track record for working effectively as a part of a team
  + Strong knowledge of financial regulations, accounting principles, and payroll processing.
  + Excellent analytical skills and attention to detail, with the ability to manage multiple tasks and meet deadlines.
  + Demonstrated ability to work collaboratively in a team-oriented environment.
  + Strong oral and written communication skills
  + Fluency in English and Arabic preferred

**Why Join us?**

As the Financial officer you will have a unique opportunity to make a meaningful impact on the Empower CommUNITY program and the diverse communities we serve. Your efforts will directly contribute to the program's success and help drive positive change, fostering empowerment and collaboration among community members. In addition to this impactful work, you will be part of a small but growing organization that values innovation, teamwork, and personal development. Our collaborative environment encourages creativity and the sharing of ideas, allowing you to contribute significantly to our mission while also growing professionally.

If you are passionate about financial management and are eager to be part of a dynamic and supportive team, we invite you to apply. Join us in shaping the future of community engagement and empowerment! Transformative Peace is committed to equity, diversity, and inclusion in the workplace.

**Where to submit:**

Please send your resume and cover letter to [contact@transformativepeace.com](mailto:contact@transformativepeace.com). Please put the name of the position in the subject line. For more information about Transformative peace, please visit: www.transformativepeace.com