

Regional Finance, Compliance and Risk Manager, MENA

Job Level	Level 7	Job Reference No:	
		Role review date:	February 2025
Directorate	International	Function	Programmes & Partnership
Service	N/A	Reports to:	MENA CCM

Scale and scope of role

Direct reports	Up to 4 technical staff	Indirect reports	Up to 10
Budget responsibility/ accountability	Budget responsibility in excess of 30m GBP multi-year.	Accountable for other resources	

Context

We help anyone, anywhere in the UK and around the world to get the support they need if crisis strikes: connecting human kindness with human crisis.

We enable vulnerable people in the UK and abroad to prepare for and withstand emergencies in their own communities. And when the crisis is over. We help them to recover and move on with their lives.

We are part of the Red Cross and Red Crescent global humanitarian network.

Our Values and Principles

Our values (compassionate, courageous, inclusive and dynamic) underpin everything that we do. As a member of the Red Cross and Red Crescent Movement, the British Red Cross is committed to, and bound by, its **fundamental principles**: humanity, impartiality, neutrality, independence, voluntary service, unity and universality.

Diversity

At the British Red Cross, we are looking for the right people to help us provide support to millions of people affected by crisis. We want our team to reflect the diversity of the communities we serve, offering equal opportunities to everyone regardless of age, disability, gender reassignment, marriage and civil partnerships, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

Diversity is something we celebrate, and we want you to be able to bring your authentic self to the British Red Cross. We want you to feel that you are in an inclusive environment, and a great position to help us spread the power of kindness.

Team Overview

The British Red Cross (BRC) has been working in the MENA region since 2004 with partner national societies and opened a regional office in Beirut in 2013. The MENA region team in BRC work through and in close cooperation with the Red Cross and Red Crescent Movement partners in the region, including the IFRC and ICRC, Syrian Arab Red Crescent, Lebanese Red Cross, Palestine Red Crescent, Iraq Red Crescent, Yemen Red Crescent, Libyan Red Crescent, Morocco Red Crescent and others. BRC are currently engaged with programming in, among others, relief through cash and voucher assistance, humanitarian diplomacy, climate change response initiatives and national society development programmes both bilaterally and multilaterally.

Purpose of the role

The Regional Finance, Compliance and Risk Manager for the MENA region is responsible for overseeing financial management, compliance, and risk management across the region's programmes, partners, office, and staff. This includes ensuring adherence to BRC and donor policies, procedures, agreed standards, statutory obligations, and grant agreements, as well as managing financial systems and reporting.

The role involves supporting programme staff and partners, including National Society finance teams, IFRC, and ICRC, to ensure financial probity and reporting compliance. The Regional Finance, Compliance and Risk Manager for the MENA region will also train staff on BRC finance systems, advice with the development of annual programme budgets, and identify opportunities for improving partner systems to access institutional funding.

The position reports to the MENA Country Cluster Manager and works closely with the BRC International Finance and the FCDO partnership teams in London. Additionally, the Regional Finance, Compliance and Risk Manager for the MENA region will support security, and context matters in collaboration with ICRC and IFRC, and deputize for the Country Cluster Manager when needed.

Key responsibilities

Finance Management:

- Act as the Finance Business Partner for MENA, providing financial input and recommendations in regional management meetings.
- Oversee financial processes, including monthly reporting, variance analysis, budgeting, and forecasting for the region's programmes.
- Ensure compliance with BRC policies, local legislation, and GAAP, and maintain an updated finance handbook.
- To be the finance contact for the regional office through BRC corporate planning, budgeting and forecasting processes
- Collaborate with Country Managers and International Finance to ensure accurate budgeting and forecasting for MENA projects, while meeting International Directorate requirements and deadlines.
- Provide analysis and advice on consolidated budgets and forecasts, assessing the implications and recommending possible courses of action.

- Support financial aspects of restricted fund applications, and ensure timely donor reporting
- Provide financial support for emergency appeals including participation in Emergency Task Force meetings.
- Coordinate audits and oversee the closure of fund programmes, including asset disposal and report finalization.
- Support building the capacity and line manage BRC Regional Finance, Admin & Procurement Officer in Beirut ensuring business continuity when needed (and potentially at BRC country offices) and provide technical advice on financial management support to BRC and partner finance staff.
- Collaborate with the International Finance and IFRC Finance teams to enhance financial controls and support system and process improvements.

Grant Compliance:

- Lead due diligence processes for grants, ensuring compliance with FCDO and other stakeholders.
- Support grant-related processes like budget development, financial management, risk management, and reporting.
- Ensure proper oversight of safeguarding and financial incidents related to grants.
- Coordinate with partners and internal teams to ensure accurate and timely submission of programme reports, budgets, and financials in line with Grand Bargain commitments for clear FCDO reporting.
- Manage internal and external stakeholders, ensuring compliance with FCDO agreements, risk minimization, and donor requirements.
- Oversee contracting, grants, financial management, and partner payments according to IFRC and BRC procedures.
- Work in close collaboration with BRC FCDO Partnership team in London

Risk Management:

- Manage the regional and country risk registers, identify financial system risks, and propose mitigation measures.
- Manage the BRC Risk Management dashboards and ensure updates on corporate risk.
- Ensure country visitor policies and processes are updated and followed
- Act as the BRC security manager in the absence of the Country Cluster Manager.

Stakeholder Relationships:

- Identify improvements in partner systems to support funding opportunities.
- Represent BRC externally when needed, host visitors and donors, and model leadership values within the team.

- Ability to influence and catalyse change with senior leadership of partner organisations
- Act as a bank signatory and influence senior leadership in partner organisations.

Organizational Support:

- Ensure compliance with BRC policies and procedures, champion high accountability standards, and uphold Red Cross values.
- Oversee financial training for BRC staff and partners, managing finance & asset monitoring visits, and supporting the capacity building of finance teams.

Leadership Behaviours

- Authentic, consistent and honest leader.
- Actively listens and allows others to be heard.
- Adaptable to changing needs, pressures and opportunities
- Empowers others based on their skills and expertise.
- Dynamic, inclusive, compassionate and courageous.

Team Leader

- All team members understand their responsibilities and objectives.
- All resources involving staff are managed in accordance with BRC policies and procedures.
- All staff are kept informed of all relevant organisational plans and updates on development.
- Team ideas and comments are communicated and forwarded appropriately.

Team Member

- Actively participates in all team meetings.
- Supports other team members
- Works and behaves in accordance with all BRC policies, procedures and in line with our Values in Action.
- Upholds the fundamental principles of the Red Cross and acts with integrity, in accordance with the Society's values (inclusive, compassionate, courageous and dynamics)

The duties and responsibilities described are not a comprehensive list and additional tasks may be assigned from time to time that are in line with the level of the role.

Pre-engagement checks

Criminal Records

Type of criminal record checks required for this role

England and Wales – Disclosure and Barring Service (DBS)
• None
Scotland
• None
Northern Ireland
• None

Drivers Check - Required – Yes

International roles only

If you have been living outside of the UK we will request international police checks in lieu of a UK criminal record check.

International Police Check	Yes	
International Driving License for manual cars	Yes	

Person Specification

Requirements	Evidence obtained through Shortlisting (S), Interview (I), Assessment (A)		
	S	I	A
Knowledge and Skills			
Essential			
- Qualified Accountant (ACA, ACCA, CIMA, FMAAT, CCAB) or equivalent experience.	X		
- Strong understanding of financial controls and processes in a Disaster Management context.	X		
- Expertise in grant management processes within complex organizations and funding environments.		X	
- Advanced financial business partnering and management accounting skills.		X	

Courageous - We are bold.		
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| <ul style="list-style-type: none">- We show our strength by doing the right thing.- We aren't scared to test our creative ideas.- As humanitarians, we go the extra mile to help people in crisis | | |
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We guarantee an interview to disabled candidates (as defined in the 2010 Equality Act), who meet the minimum shortlisting criteria in the advertised person specification and apply under the disability confident scheme.