

Headquartered in Zurich, Switzerland, the Jacobs Foundation (JF) is one of the world's leading foundations in the field of child and youth development. Established by entrepreneur Klaus J. Jacobs and his family in 1989, it's current endowment is valued at approximately CHF 7 billion. As an internationally active organization, JF commits on average an annual budget of CHF 45 million to support research projects and scientific institutions, as well as systems change interventions in the field of learning.

The Jacobs Foundation is looking for a

Financial Planning and Analysis Expert, 80-100%

As a Financial Planning & Analysis Expert, with the aim to improve impact driven decision-making, you will act as the proactive business partner and financial coach to the three program area teams providing guidance on scenario modelling, budgeting, financial planning, management, controlling and reporting.

Your main responsibilities

- Developing financial modelling, budgeting, planning, controlling and reporting tools and processes with program area teams and JF leadership
- Building financial acumen capacity and scenario planning across the organization
- Supporting JF's Impact Finance team (located in Abidjan, Ivory Coast) across the investment cycle and in their portfolio management activities
- Supporting JF leadership in the structuring of major programs and investments
- Developing, improving new and existing funding instruments
- Leading the preparation and updating the program areas' strategic financial plan
- Measuring performance towards goals and strategies
- Evaluating and reporting financial results and impact on forecasts to JF leadership
- Building the financial model into JF's Impact Intelligence Solution

Your profile

- MBA or Masters Degree in Finance, Economics, or equivalent
- 5 years of experience in financial modelling, business management/strategy consulting, investment management or other related fields
- Full professional proficiency in English (proficiency in German and French is a plus)
- Outstanding analytical, presentation, communication and coaching skills

- Strong knowledge and skills in MS Office, ERP systems (e.g. Abacus) and planning software (e.g. Planview)
- Team-working and service oriented, enjoy working in a matrix structure, self-motivated and structured personality

We offer

- A challenging, diverse and supportive working environment
- Modern employment conditions in an international, dynamic and entrepreneurial environment.
- Opportunity to play a key role in the development and execution of our ambitious 2021 to 2030 strategy
- An exciting area of work at the intersection of social impact, impact investment, and professional financial management
- Working in a small team and at a privileged location in our Zurich office

If you fulfil our criteria and are motivated in working for an internationally active foundation in this challenging role, then please send us your application in English today to hr@jacobsfoundation.org.

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