



Job Description: Director of Finance and Operations – SVRI

Position Summary

The Sexual Violence Research Initiative (SVRI) is the world's largest global network dedicated to advancing research on violence against women and violence against children. We are a field catalyst, connecting researchers, practitioners, funders, and advocates to build and use evidence that drives meaningful change.

The Director of Finance and Operations is a senior leadership role at SVRI, responsible for ensuring the organisation's financial health, operational excellence, and long-term sustainability. Working closely with the Executive Director and Board of Directors, the Director of Finance and Operations will design and oversee the systems, teams, and strategies that enable SVRI to deliver on its ambitious mission and 2025-2030 strategy.

This is both a strategic and hands-on role: the Director of Finance and Operations will partner with leadership to shape SVRI's direction, while also ensuring strong day-to-day management of finance, operations, HR, administration, and technology.

Key Responsibilities

1. Financial Leadership and Management

- **Strategic financial planning:** Lead SVRI's long-term financial strategy, aligning budgets, forecasts, and multi-year planning with our strategy and funder commitments.
- **Budgeting and control:** Oversee the budgeting process, ensure programme staff understand and can manage their budgets, and maintain robust financial controls.
- **Financial reporting:** Deliver accurate, timely financial statements, cash flow reports, and donor-specific grant reports that meet funder and Board requirements.
- **Audit and compliance:** Manage annual external audits and ensure compliance with international accounting standards, South African NGO regulations, and donor requirements.
- **Cash flow and investments:** Oversee cash flow and reserves management to ensure financial stability and sustainability. Participate in **investment and other strategic decision-making** in partnership with the Executive Director and Board.





- **Fundraising support:** Partner with programme teams to provide financial insights for proposals, donor engagement, and reporting.

2. Operational and Administrative Oversight

- **Operational strategy:** Translate SVRI's strategy into strong operational plans, ensuring internal systems match our growth and complexity.
- **Systems building:** Strengthen and implement financial, administrative, and operational systems, including standard operating procedures and knowledge management.
- **Monitoring, Evaluation and Learning (MEL):** Oversee MEL systems that support evidence-based decision-making, organisational learning, and accountability, ensuring data and insights are integrated into strategy, operations, and reporting.
- **Human Resources (HR):** Oversee HR systems and policies, ensuring fair and transparent recruitment, performance management, compensation, and staff development.
- **IT and digital infrastructure:** Lead on IT systems that enable collaboration, security, and efficiency across a global team.
- **Risk management:** Anticipate and manage organisational risks - financial, legal, reputational, and cybersecurity - and ensure appropriate insurance coverage.

3. Strategic Leadership and Stakeholder Engagement

- **Executive partnership:** Serve as a thought partner to the Executive Director and Leadership Council, providing operational and financial insights that support strategic decision-making.
- **Board engagement:** Act as liaison to the Board and Finance & Audit Committees. The Director of Finance and Operations will serve as an **ex officio, non-voting participant** in these bodies, presenting financial, compliance, and risk reports, shaping governance processes, and contributing to strategic discussions.
- **Internal and external communication:** Responsible for internal and external communication of finance, compliance, and risk matters with the Board, staff, and external stakeholders, ensuring transparency and accountability.
- **External relations:** Build relationships with key stakeholders including donors, auditors, banks, business, beneficiaries, government, and civil society partners, positioning SVRI as a well-managed, trusted organisation and playing a direct role in **shaping SVRI's external image.**





Qualifications and Requirements

- **Education:** Bachelor's degree in accounting, finance, or business administration required; advanced degree (MBA, CPA, CA, or equivalent) strongly preferred. **Professional registration with a recognised accounting body (e.g., CA, CPA, ACCA or equivalent) required.**
- **Experience:** At least 10 years' senior-level experience in financial and operational management, preferably within an international NGO or philanthropic setting. Proven ability to manage complex, multi-donor funding streams.
- **Technical skills:** Expertise in non-profit financial management (GAAP, fund accounting, grant reporting), financial modelling, budgeting, and financial systems.
- **Leadership skills:** Demonstrated ability to lead cross-functional teams, strengthen systems, and mentor administrative and operations staff in a collaborative, values-driven way.
- **Interpersonal skills:** Strong communication and relationship-building skills, able to translate complex financial and operational concepts to staff, Board, and donors.
- **Mission alignment:** Commitment to advancing evidence to end violence against women and violence against children, and to feminist, equity-centred leadership.

Why Join SVRI?

At SVRI, we are ambitious about building the evidence base and advancing the field. We are also deeply committed to collective care, feminist leadership, and creating safe, inclusive spaces for our staff, members, and partners. The Director of Finance and Operations will play a pivotal role in ensuring SVRI has the financial resilience and operational backbone to thrive as a global field catalyst.

How to Apply

To apply, please send your CV, including references and a cover letter outlining your interest and suitability for the role to svri@svri.org by the extended deadline of 28 November 2025.

For more information about SVRI, visit www.svri.org.

