



Job Description: Head of Finance

Location: Australia (Hybrid/Remote)

Who we are

Women's Lantern is a survivor-led, trauma-informed nonprofit dedicated to empowering Southeast Asian women and girls impacted by domestic, family, and gender-based violence in Australia and Indonesia. Through digital empowerment hubs, culturally grounded primary prevention, and social enterprise initiatives, we work to create a future where all women are safe, seen, and empowered.

To learn more, visit: <https://www.linkedin.com/company/womenslantern/>

Position Overview

As we grow and scale our programs, we are seeking a values-aligned and experienced Head of Finance with the expertise to oversee our financial reporting, compliance, and risk management. This role plays a key part in ensuring that Women's Lantern maintains strong financial stewardship while delivering impactful, community-driven programs.

What you'll be doing

Financial Management & Reporting

- Lead financial operations including budgeting, forecasting, reporting, and cash flow management
- Prepare accurate monthly, quarterly, and annual financial reports
- Ensure compliance with statutory and regulatory requirements

- Develop financial models and provide strategic analysis to support business planning
- Implement and maintain effective internal controls and financial procedures
- Work alongside with COO and report to CEO for long-term financial planning and investment decisions aligned with our mission.

Audit & Compliance

- Ensure strong internal controls and compliance with regulatory requirements (ACNC, ATO, grant funders).
- Oversee audit processes and ensure timely submission of financial reports.
- Advise on best practices in nonprofit accounting and transparency.

Experience & Qualifications

You'll be a good fit if:

- Degree in Accounting, Finance, or related field
- Proven experience (5+ years) in a financial management role
- A willingness and ability to provide hands on financial support to support organisation's financial objectives
- Excellent analytical and problem-solving skills
- Proficiency in financial software
- High level of integrity, accuracy, and attention to detail
- Strong understanding of nonprofit financial compliance and funding models.
- Knowledge of ACNC reporting, Australian accounting standards, and risk frameworks.
- Strategic thinker with a collaborative spirit, committed to equity, inclusion, and cultural sensitivity. Core Competencies

Commitment

- Voluntary position
- Estimated time commitment: 6-10 hours/month (may vary during budget and audit periods) including attendance at monthly board meetings and contribution to strategic planning
- Dedicate your time and expertise to advancing Women's Lantern's vision of a safer, more equitable future for all.

What's in it for you

- Opportunity to apply your financial acumen to make a real impact in a NFP organisation that empower survivors, challenge systemic barriers, and inspire change across borders
- **Shape the Future:** Play a pivotal role in building a sustainable foundation for an organisation making a real difference.

How to apply

If this sounds like you, we'd love to hear your story. Share your resume and a letter of interest to volunteer@womenslantern.org or any questions you may have. Together, we can light the way to empowerment.

We strongly encourage applications from people with lived experience, culturally diverse backgrounds, and those aligned with our values of courage, compassion, and community-led empowerment.