



Job Description: Impact and Advisory Manager (Business Advisory and Accounting)

About Sefa

Sefa (Social Enterprise Finance Australia) was established in 2011 when it was selected by the Australian Government to receive funding through its Social Enterprise Development and Investment Fund. Since establishment, Sefa has unlocked more than \$170 million of capital from the impact investing sector and disbursed over \$50 million in loans.

Sefa's work spans impact areas including housing, education, arts and culture, First Nations communities, disability inclusion and community enterprise. Our vision is for impact-led organisations across Australia to be backed by the capital, support and ecosystem they need to thrive.

We provide flexible finance and targeted capability support to impact-led organisations, while working across the social impact ecosystem to help build the conditions for more inclusive and equitable capital flows.

By combining flexible, catalytic finance with targeted capability support and ecosystem advocacy, Sefa strengthens impact-led organisations, reduces investment risk and helps build a more inclusive and equitable social impact investment market across Australia.

About this role

This role sits in Sefa's Impact and Advisory team, which provides practical, mission-focused guidance to help purpose-driven organisations grow with confidence. Our work covers areas including outcomes measurement, governance and organisational systems, budgeting and forecasting, strategy, and preparation for investment.

The Impact and Advisory Manager will work as part of a multidisciplinary team across a diverse portfolio of social enterprises, not-for-profit organisations and other for-purpose businesses. With a particular focus on business advisory accounting, the Manager will help clients understand their financial position, strengthen their financial management practices and make confident decisions about their next stage of growth.

About the position

Role	Impact and Advisory Manager (Business Advisory and Accounting)
Reporting to	Head of Impact and Advisory
Position summary	This is a specialist role within the Impact and Advisory team. The Impact and Advisory Manager will bring the technical accounting skills to deliver practical accounting support, financial management and business advisory services to Sefa's clients, with a particular strength in making the numbers make sense. Working with social enterprises, not-for-profit organisations and for-purpose businesses ranging from early-stage to established, the Manager will help clients understand their financial position, strengthen budgeting and forecasting, improve management reporting and build the internal capability needed to make informed business decisions. The Manager will work with client leaders and finance staff to identify strengths and areas for improvement in the organisation's financial processes, develop practical improvements and translate financial information into insights that support planning, governance and sustainable growth. The role may include presenting financial insights, risks and recommended actions to boards, directors and senior management. The role combines accounting knowledge with commercial analysis, client relationship management, strategic advice, engagement delivery and team development. It calls for patience, empathy and a strengths-based approach, described below. The Manager will provide specialist input across the team's engagements and lead accounting-focused engagements, upholding high technical and service standards, identifying opportunities to add value and helping strengthen technical knowledge across the team.
Working style	At Sefa, good advice is only part of the job. We want every business and organisation to come out of an engagement confident to act on our advice and build on it. The Manager brings a strengths-based approach alongside sound advisory practice: • Start with strengths: Recognise what the organisation already does well, and build recommendations from there. • Understand before advising: Learn the organisation's purpose, context and priorities before forming a view. • Meet the client where they are: Tailor advice and pace to each organisation's stage, capacity and level of financial confidence. • Be clear and candid: Give evidence-based advice, name risks and priorities respectfully, and focus on practical next steps. • Explain the why: Share the reasoning, tools and knowledge behind the advice so the organisation can act on it with confidence.

	Business Advisory Accounting focus: In practice, this means helping finance staff and leaders build on their existing processes and systems, so they can prepare and use their financial information with confidence.
Location	Sydney, with flexible hybrid working arrangements and occasional travel within Australia. Our office is based in the stunning Yirranma Place in Darlinghurst – a for-purpose precinct established by the Paul Ramsay Foundation.

Key responsibilities

Business advisory and client service

- Act as a trusted point of contact to our clients on accounting, financial management, reporting and business performance matters.
- Develop a strong understanding of each client's purpose, operating model, financial position, risks and priorities.
- Analyse financial and relevant non-financial performance, including the financial implications of strategic and operational decisions, and translate findings into clear, practical recommendations.
- Support clients with budgeting, forecasting, cashflow management, scenario analysis and financial planning.

Technical accounting and financial capability

- Apply a sound understanding of Australian Accounting Standards Board (AASB) standards and reporting requirements, including new or amended standards, within the scope of Sefa's professional services.
- Review the financial statements and financial information used in capability-strengthening engagements for accuracy and consistency with these requirements before financial models and analyses are prepared.
- Lead the preparation of accounting assessments, financial models, management accounts and fit-for-purpose reporting approaches.
- Develop practical implementation plans, templates and guidance, and support client finance staff, to strengthen accounting processes, reporting quality and financial capability.
- Present financial findings, risks and required actions to boards, directors and senior management in clear and accessible language.
- Recognise when a matter requires specialist technical, taxation, legal or regulatory advice, and maintain clear boundaries between advisory services, investment-readiness support and lending decisions.

Engagement delivery

- Provide specialist accounting and financial input across Impact and Advisory engagements, working with engagement leads to scope the financial work and agree deliverables and timelines.
- Lead accounting-focused engagements from scoping to close, coordinating colleagues' contributions and reviewing their work to ensure quality and timely delivery.
- Manage financial workstreams across multiple engagements, flagging risks and issues to engagement leads early.
- Review the financial content of engagement deliverables for technical accuracy and consistency before they are shared with clients.
- Improve and standardise methodologies, templates and workflows, including effective use of technology and automation.

Relationship management and business development

- Contribute to the scoping of client opportunities, proposals and fee estimates, particularly for accounting and financial work.
- Work with Sefa's Impact Investment and Impact and Advisory colleagues where clients require connected capability, investment-readiness or financing support.
- Represent Sefa in client workshops and sector forums, and contribute to client resources, articles and thought-leadership materials.

Team contribution and development

- Support junior staff to strengthen their technical knowledge through guidance, constructive review and knowledge sharing, and promote consistent standards and sound professional judgement.
- Contribute to team planning and capability development and take part in cross-team initiatives that support Sefa's broader priorities.

Knowledge and skills required

Essential

- At least 5 years' experience in accounting, business services or business advisory, within public practice or a professional services environment.
- Proven technical accounting capability, including preparing or reviewing financial statements, management accounts and financial reports with a high level of accuracy and attention to detail, and applying Australian Accounting Standards (AASB) to practical client situations.
- Sound working knowledge of not-for-profit income recognition under AASB 1058 Income of Not-for-Profit Entities and AASB 15 Revenue from Contracts with Customers, and of

Australian Charities and Not-for-profits Commission (ACNC) reporting and governance requirements.

- Demonstrated experience in budgeting, forecasting, cashflow management, financial modelling and performance analysis, and in turning analysis into practical, commercially informed advice.
- Demonstrated experience reviewing and improving financial processes, internal controls, systems and reporting quality.
- Sound professional judgement, including recognising the limits of your expertise and when specialist technical, taxation or legal advice is needed.
- Demonstrated experience delivering the financial components of client engagements, including leading smaller engagements and managing multiple engagements and competing priorities.
- Well-developed written and verbal communication skills, including the ability to explain financial matters in plain language and to present findings, risks and recommendations confidently to boards, directors and senior leaders.
- Demonstrated experience delivering advisory engagements that strengthen client capability, using a strengths-based approach tailored to each organisation's context, with effective relationship skills across varied professional, cultural and organisational backgrounds.
- Experience supporting the technical development of colleagues or client finance staff.
- Proficiency in Xero.
- A passion for working with social enterprises, not-for-profit organisations and other for-purpose businesses, and the ability to work independently within a small, multidisciplinary team.

Very helpful

- Experience advising charities, not-for-profit organisations, social enterprises or purpose-led small and medium-sized enterprises (SMEs).
- Experience with other accounting matters common to for-purpose organisations, such as leases and joint arrangements.
- Experience with financial reporting and acquittals under government or philanthropic funding agreements.
- Experience providing an outsourced finance function, virtual Chief Financial Officer service or management accounting support.
- Experience supporting organisations through growth, restructuring or investment readiness, including familiarity with capital structuring, due diligence or blended finance.
- Experience contributing to proposals, scopes and fee estimates, and to the design of advisory services.
- Experience with MYOB, QuickBooks or other accounting platforms.



Qualifications

- Degree in Accounting, Commerce, Business, Finance or a related discipline, or equivalent relevant professional experience.
- Chartered Accountant (CA) or Certified Practising Accountant (CPA) qualification completed or in progress (highly regarded).
- Relevant Australian working rights.

Application process

To apply, lodge your application via Ethical Jobs by providing a cover letter and CV.

We encourage applications from people of all ages and genders, Aboriginal and Torres Strait Islander people, people with disability, LGBTQIA+ people, and people from diverse ethnic and cultural backgrounds.

Applications may be assessed as they are received.

At Sefa, our values guide how we work

Togetherness

We believe in the power of collaboration. We work constructively with colleagues, clients and partners to achieve shared goals and develop practical solutions. Strong communication, teamwork and respectful working relationships are central to our success.

Integrity

We act ethically, honestly and responsibly. We take accountability for our work, maintain high professional standards and build trust through reliable advice, respectful conduct and consistent delivery.

Champion

We support clients and colleagues to build confidence, develop capability and achieve meaningful outcomes. We lead by example, encourage others to succeed and bring energy and commitment to our work.

And at Sefa our approach to delivering our work and purpose is grounded in

Innovation

We look for better ways to solve problems and deliver value. We apply curiosity, sound judgement and creative thinking to improve our services, systems and ways of working.

By living these values, we aim to create a collaborative, supportive and purposeful workplace where every team member can contribute to positive change.