



GLOBAL INTERNAL AUDIT (AFAC) LEAD

JANUARY 2025

THE WAR CHILD ALLIANCE

War Child believes no child should be part of war. Ever. Children have the right to grow up in peace, free from fear and violence.

To develop their full potential and become the person they want to be. War Child makes a lasting impact. By protecting children from violence and offering psychosocial support and education. We unleash the children's inner strength with our creative and involving approach. And inspire as many people as we can to participate in our cause. War Child is both implementing its own programmes and cooperating with a variety of partner organizations in 14 countries around the world.

The War Child Alliance is a registered entity in Amsterdam-The Netherlands, War Child has a presence in 19 countries: Jordan, Lebanon, the occupied Palestinian territory, Syria, Iraq, Yemen, Afghanistan, Colombia, Burundi, DR Congo, the Central African Republic, South Sudan, Uganda, Ukraine, Germany, Sweden, The Netherlands, United Kingdom and the United States of America.





WE ARE WAR CHILD

Around the world, hundreds of millions of children are living with the effects of war and conflict. Separated from their homes, schools and loved ones, many are overwhelmed by manifestations of distress.

We may never be able to take away all the pain that comes with war. But we can create space where children can heal. Through our creative and [evidence-based approach](#), we work exclusively to enhance the innate resilience of children and their communities.

We are a rights-based organisation - which means we also advocate with and on behalf of children to ensure their fundamental rights are upheld.

Children's right to learn; to food, water, a safe place to rest their head at night, are all inextricably linked to their **right to mental health**. We remind governments and other influential actors of the scope of their commitments.

OUR STRATEGY

War Child reaches many thousands of children and youth every year - yet there are 468 million children living with the **effects of armed conflict**. We will never reach them all by ourselves - which is why our strategic goal is to become the networked expert organisation for children affected by conflict.

NETWORKED

The strategy sees us work together with organisations across the world to ensure our work has maximum reach and impact.

EXPERT

We continue to develop robust interventions - backed by evidence and research to meet the highest standards of quality - and share them through a network of partner organisations.

Our overall goal is that increasing numbers of children and youth will access quality interventions and as a result enjoy **improved wellbeing**.





THE ROLE

Role:

Global Internal Audit (AFAC) Lead

Location:

Hybrid/Remote based with frequency of travel as per the role requirements

(While it's globally competitive, locations with War Child office operations are preferred as well as applications from Africa and the Middle East)

Salary:

A competitive salary based on applicable Terms & Conditions with consideration of base location.

Reporting:

Reports to Director of Finance and Operations

JOB SUMMARY

The position leads on designing and implementing risk based internal audit processes focusing on strategic and operational risks including the risks of fraud and corruption (AFAC). This role will also provide line management and guidance to the internal auditor and maintain strong collaborative relationships with key stakeholders within the War Child Alliance management structures. For AFAC risk, this role coordinates investigations into alleged AFAC concerns, and AFAC training and awareness raising within War Child.

It is a global role that monitors and reports to the highest level of the Executive team and our Board about the risk, control and AFAC systems including incidents logs. Performing these tasks on a global level will require travelling to War Child Alliance's country and field offices.

THE TEAM

The Global Internal Audit (AFAC) Lead is line managed by the Director Finance and Operations. The Internal Auditor also reports to this role. This role also has a dotted functional line to the CEO, the Supervisory Board and the Audit Committee of the Supervisory Board.

The role works closely with the Safeguarding & Integrity team when it comes to awareness raising regarding the overall Integrity Framework (incl. Speak Up! Procedure) and with specific Global Advisors from this team in investigations that cover Safeguarding or Integrity aspects in addition to AFAC aspects.





KEY RESPONSIBILITIES

- 1. Lead our audit and risk process:** Conceptualise and define the audit and risk framework and policies for the War Child Alliance Shared Platform, establishing the internal audit system and the assumptions and processes which are based on it
- 2. Policy lead for AFAC:** Develop, roll-out, implement, revise, improve and monitor effectiveness and compliance of the Global AFAC Policy and related policies, procedures and guidelines.
- 3. Investigations:** Lead impartial/evidence based/professional investigations into allegations of breaches of the Global AFAC Policy in accordance with agreed WCA procedures.
- 4.** Ensure that managers and board members are informed about our risk management, AFAC and investigation work to the level required for them to carry out their supervisory and assurance roles.
- 5.** Line Manager for the Internal Auditor, supporting them in their completion of the plan. Lead on developing their capacity and knowledge, collaborate to identify emerging themes and issues on an ongoing basis, and act as an escalation point for critical findings that need management attention.

KEY RESULTS AREAS

Lead audit and risk process: Conceptualise and define the audit and risk framework and policies for the War Child Alliance Shared Platform, establishing the internal audit system and the assumptions and processes which are based on it.

- Develop and maintain the risk-based Internal audit framework including the Internal Audit Statute and Internal Audit Work Plan and related procedures/tools;
- Develop a self-assessment tool by country offices and WCA departments in order to assess the operational, financial and compliance risks;
- Perform risk based and compliance audits with War Child's internal policies and procedures, as well as with its donor's requirements in country offices.
- Discuss and follows-up audit findings and recommendations with CO and Shared Platform management;
- Provide solicited and unsolicited advice to directors, managers, and staff departments on internal controls and improvement actions, and if possible/appropriate, works together with teams to implement such improvement actions;
- Support and advise in the preparation for the statutory group audits at WCA and CO level;
- Review and approve external audit reports related to donor grants, negotiate with external auditors about

adjustments to their findings and follow-up audit recommendations with management.

- Coordinate and train the pool of ISO internal auditors to perform audits as per the annual and multiannual ISO internal audit programme.
- Review the risk management process to provide assurance on the management of key risks in liaison with the senior manager the organisational development.
- Coordinate the follow-up and closure of audit findings/recommendations including; Internal audits, donor audits and external audits in liaison with regional OSMs, Finance, ISO coordinator, Quality Assurance (QAT/If & GD), CO, HO and regional teams.
- Identify trends and themes which can help the organisation to improves its internal controls and wider risk management.

Result: The Internal audit system is able to provide comprehensive information about the effectiveness of our controls, and the ability of the organisation to manage strategic and control risk.

Policy lead for AFAC: Develop, roll-out, implement, revise, improve and monitor effectiveness and compliance of the Global AFAC Policy and related policies, procedures and guidelines.

- Develop and maintain the AFAC policy and related procedures/tools as an effective instrument to fight fraud and corruption (deterrence, prevention, detection, report, response);
- Provide AFAC advice, support, guidance, mentoring and coaching.
- Develop and/or facilitate AFAC training, (e-)learning (materials) and awareness materials/activities to country leadership, staff, focal points and partners.
- Work with key stakeholders to increase awareness, prevention, reporting and responding on AFAC issues.
- Provide engagement, oversight and capacity development to regional / country staff and/or focal points conducting AFAC investigations
- Analyse trends in AFAC and make recommendations on organisational improvements;
- Providing regular reports and updates to the International Management Team on the implementation of the AFAC policy, incident management and key highlights in the sector, including for accountability to donors.

Result: The risk of fraud and corruption is minimized. AFAC technical support is provided in good coordination within the organisation and beyond. AFAC capacity and learning is strengthened within the organisation.



KEY RESULTS AREAS

Investigations: Lead impartial/evidence based/professional investigations into allegations of breaches of the Global AFAC Policy in accordance with agreed WCA procedures.

- Can directly undertake investigations themselves or guide/support local investigations, or coordinate & provide quality assurance to external AFAC audits.
- Investigate (suspected) cases of fraud/corruption and propose sanctions;
- Receive incident reports and coordinate with country office colleagues in handling reported cases of AFAC incidents;
- Provide solicited and unsolicited advice to directors, managers, and staff departments on AFAC issues and improvement actions; provides support in implementation of AFAC improvement actions following from incident management and/or investigation.
- Keep our incident tracking system up to date

Result: Incidents are managed timely and accordingly to the SpeakUp! procedure.

Ensure that managers and board members are informed about our risk management, AFAC and investigation work to the level required for them to carry out their supervisory and assurance roles.

- Presents monthly reports to the IMT and quarterly reports to the Audit committee

- Provides the IMT and Audit committee with analysis of the strengths and weaknesses of controls as revealed by internal audit and the rate at which audit issues are being addressed. Represent Audit at the quarterly Audit Committee.
- Accounts to IMT for the case management of AFAC issues and the progress of investigations
- Global Internal Audit (AFAC) Lead is expected to report directly to the board in cases where they feel that management are running unnecessary risks or failing to address significant strategic weaknesses in the risk management system

Result: IMT and board have the information they need to carry out their responsibilities

Leads the Internal audit/AFAC team including line management of the Internal Auditor Line Manager for the Internal Auditor.

- Ensure that the Audit team possesses the appropriate capacity and qualities to realise the defined goals and targets.
- Review the quality and volume of work performance, and provide guidance, instruction, coaching and motivation where necessary.
- Identify opportunities for development, discusses such opportunities to ensure these are taken forward.

Result: The audit teams is well motivated, feels well supported, is well linked and respected across the organisation

EXPERIENCE, KNOWLEDGE AND SKILLS

- Experience in similar senior audit role(s), ideally within an international development or humanitarian NGO or international charity;
- Relevant Academic qualifications including professional qualifications like ACA or equivalent accountancy and/or audit qualification;
- Minimum 5+ years of post-qualification experience, at least 1+ years in a management position;
- Excellent in oral and written English language skills, including the ability to clearly communicate complex financial and compliance issues into layperson language and write comprehensive reports;
- Strong in interpersonal skills to deal with a variety of internal and external stakeholders and the ability to build effective working relationships with staff at all levels, particularly in multi-cultural environments with sensitivity and respect for diversity;
- Organised, detail-oriented individual with strong quantitative and analytical skills and problem-solving approach to work and challenges;
- Objective and able to use sound judgement, evidence and knowledge to provide timely, accurate, expert and professional advice and decisions – even when dealing with stressful and emotional topics and situations.
- Strong analytical skills and knowledge of how to improve policy and practice;
- (Team lead) Strong co-ordination and proactive leadership skills, and the ability to mentor and support staff;
- Ability to manage conflict and handle sensitive issues with a results-driven approach.





HOW TO APPLY

All correspondence, at this stage, should be via Oxford HR. To apply for this post, click on the “Apply” button on the job advert page, complete our online application form, and submit your CV and cover letter as two different documents, which should be prepared before applying as they will be considered in the application process. The cover letter should be no more than two pages long and explain why you are interested in this post and how your skills and experience make you a good fit.

The document should be saved in PDF in the following format: Your First Name-Your Last Name-Document Name-Date (mmyy) e.g., Pat-Jones-CV-012025-WarChild or Pat-Jones-CoverLetter-012025-WarChild.

TIMELINE	
Closing Date:	24th February 2025
First stage interviews:	TBC
Final interviews:	TBC

SELECTION PROCESS
All candidates will receive an update regarding their application after the closing date. We advise candidates to add the role email to their safe senders list and regularly check their spam folder.

EQUALITY STATEMENT
Equality and diversity are at the core of The War Child Alliance’s values. Staff are expected to work collectively and individually to promote a constructive and sensitive approach to others from a variety of backgrounds, where the work of others is valued and respected.

QUERIES
If you have any queries on any aspect of the appointment process, need additional information, or would like to have an informal discussion, please email rseremon@oxfordhr.com right away.

ABOUT OXFORD HR

Oxford HR is a B Corp certified leadership consultancy. Having worked within a diverse range of institutions, from not-for-profits and charities to governments and corporate environments, we've seen the powerful impact that the perfect team can have.

Finding innovative leaders can be a challenge; and yet their transition into leadership is vital to an organisation's mission and success. We work across the globe to search for and support remarkable leaders and teams, improve their board effectiveness and support on a range of leadership functions.

Learn more at: oxfordhr.com





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