



## Job Description

### GDS-Movement Finance Changemaker (Financial Controller)

<b>Type of Employment</b>	Part-time. Flexible working hours and policy. Initially 20 to 24 hours a week with the expectation to increase to 32 - 36 hours a week within 6 to 12 months.
<b>Office / Location</b>	Based in or near Barcelona, Spain
<b>Start Date</b>	Immediately

<b>Overview Organisation</b>	<p>GDS-Movement envisions thriving places and communities activated by regenerative tourism and events. Our mission is to empower people with the mindsets, skill sets, and toolsets to create regenerative destinations to visit, meet, and live in.</p> <p>The GDS-Movement evolved from the Global Destination Sustainability Index, the world's leading sustainability benchmarking and performance improvement programme for destinations and their visitor economy. It is a collaborative partnership between ICCA, IMEX Exhibitions, City Destinations Alliance (CityDNA), MCI Group, and GUBI consulting.</p> <p>We are a passionate, dynamic, and growing global team, totally committed to building a regenerative economy. We love time in nature, a healthy work-life balance, laughing, and living life to the full. Find out more at <a href="http://www.gds.earth">www.gds.earth</a>.</p>
<b>Job Context</b>	<p>We work with 100+ destinations and are growing fast. We are looking for a financial controller to join our team. Are you keen to work with a lively, international group of driven and dedicated changemakers who lead the work of the GDS-Movement? Do you have skills and substantial experience in finance and accounting? Can you help us to improve and implement financial processes and procedures? Do you like a challenge, want to make a big difference, love learning and want to grow – but don't want to work full-time? Then please read on.</p>
<b>Main Responsibilities</b>	<p>The Financial Controller supervises accounting-related activities in our organisation. You would be responsible for maintaining internal controls over financial reporting, presenting financial reports to an executive team, and overseeing the preparation of budgets.</p> <p>Financial Controller Tasks:</p> <ul style="list-style-type: none"><li>• Registration of invoices, expenses, and credits</li><li>• Reconciliation of bank balances</li><li>• Monitor and control issued and unpaid invoices</li></ul>

	<ul style="list-style-type: none"> <li>• Work with external accountants and advisors on Tax settlement (VAT, IRPF, etc.)</li> <li>• Conduct monthly/annual accounting closings</li> <li>• Manage month-end close processes and preparing monthly and annual financial statements</li> <li>• Manage cash flow and forecast future cash needs</li> </ul> <p>Process Development (future growth):</p> <ul style="list-style-type: none"> <li>• Collaborate with the executive team in establishing more effective processes and controls to ensure the integrity of the company's financial information</li> <li>• Develop, improve, and implement accounting policies and procedures</li> <li>• Implementation of a new financial management system</li> <li>• Ensure compliance with all local, regional, and national regulations</li> </ul>
<b>Description of The Relationships</b>	<ul style="list-style-type: none"> <li>▪ Internally, the consultant will report to the CFO</li> <li>▪ Externally, the consultant will also manage relationships with our clients and teams</li> </ul>
<b>Skillset Requirements</b>	<ul style="list-style-type: none"> <li>▪ <b>Minimum 4 years relevant experience working as a controller in a finance department</b></li> <li>▪ Fluency in written and spoken English and Spanish (Advanced/C1), with other languages highly desirable</li> <li>▪ University degree in Business Administration, Economics, or related field</li> <li>▪ Advanced analytical and data skills</li> </ul>
<b>Specific Technical Skills</b>	<ul style="list-style-type: none"> <li>▪ Advanced knowledge of Microsoft Office, including Excel and PowerPoint.</li> <li>▪ Experience with BI Tools</li> </ul>
<b>Interpersonal and Soft Skill Requirements</b>	<ul style="list-style-type: none"> <li>▪ Excellent interpersonal skills with a desire and ability to work within a multi-lingual and multi-cultural team</li> <li>▪ Passion and drive to create a more sustainable world</li> <li>▪ Ability and desire to work remotely to deliver results with minimum management oversight (Barcelona-based candidates can benefit from the GDS-Movement co-working office)</li> </ul>
<b>Salary Range</b>	<ul style="list-style-type: none"> <li>▪ €24 000 to €30 000 annually for a 40-hour week, based on experience.</li> <li>▪ The salary will be prorated to match the hours contracted.</li> </ul>
<b>Travel</b>	<ul style="list-style-type: none"> <li>▪ Not normally a requirement</li> </ul>