

Watoto

JOB OPPORTUNITY

Job Title: Team Leader, Internal Audit and Risk Management.
Organization: Watoto Church Ministries
Duty Station: Watoto Church Downtown, Kampala

Watoto Church Ministries has experienced exponential growth in the past couple of years composed of multiple Celebration Centers (Campuses) and diverse Community care initiatives that include Child Care, Community and Neighborhood, Education and FM Radio amongst others. In all of this, Watoto remains a local church, committed to Celebrating Christ and Caring for Community.

We are seeking to recruit a **Team Leader, Internal Audit and Risk Management** to provide an independent and objective assurance of Watoto Ministries operating systems and to evaluate and make recommendations to minimize risk.

Key Duties and Responsibilities (but not limited to)

1. Manage Audit activities

- Lead on strategic audit activities by reviewing and updating the Internal Audit Universe and the Audit Cycle plan.
- Review and operationalise the Internal Audit Charter and the Internal Audit Manual for effective running of the Internal Audit function.
- Oversee the development of a risk based annual plan with details of the scope, nature, and timing of the audit activities.
- Oversee the timely execution of audits included in the risk based annual plan and ensure that the audit department is complying with established professional standards and remains abreast of emerging trends.
- Manage the tracking, follow-up, and implementation of all internal and external audit issues.
- Coordinate the activities of external auditors.

2. Investigations and maintaining the Whistle-blower channel

- Lead on investigations of reported cases of fraud and misconduct.
- Maintain the whistle-blowing channels of Watoto Ministries and provide periodic reports to the Church Council Audit Committee.

3. Risk Management

- Support the formation of a sub-committee that will support the establishment of the Risk Management Framework.
- Work with stakeholders to agree and develop foundational risk management policy documents, obtain approval for the polices and draft a risk management implementation plan with goals and timelines.

4. Compliance Management

- Work with the Risk Management and Compliance Manager to understand the Watoto context and prepare a workplan for the establishment of the Compliance Management Framework.
- Supervise the activities supporting the establishment of the Compliance Management Framework including the documentation of core compliance principles, the design of scope of compliance activities and design of report formats.
- Supervise the design of the annual compliance plan format and filing format of compliance reports and documents.



5. Support the Church Council Internal Audit Committee

- Plan and schedule Internal Audit committee meetings and ensure to take minutes, submit audit reports, and follow up on agreed action points.
- Update the Audit Committee on emerging risks and exposures from the internal and external environment.
- Develop a system to track management letter and Internal Audit findings and regularly share a report of the same with Leadership.

6. Human Resource Management and Budgeting

- Ensure that staff in the Internal Audit department are properly oriented and performance standards are well explained.
- Train, coach, mentor and supervise staff in the Internal Audit department to deliver high performance.
- Oversee the development and management of the department budget to ensure availability of funds for planned Internal Audit activities.

Qualifications, Skills, and Experience.

- **Mandatory requirement: the applicant should be a born again Christian, a member of Watoto Church and a member of a cell group.**
- A minimum of a Bachelor's Degree (minimum of an upper second class) in a relevant discipline.
- Must be a professional accountant with certifications like ACCA, CPA, ACA etc
- Must be a member of ICPAU
- Membership of CIA is an added advantage
- A minimum of five years' working experience in auditing at a senior level in a reputable organization.
- Computer literacy and familiarity with the Audit software and accounting packages.
- Good leadership
- Good investigation skills
- Excellent report writing skills

How to Apply:

All suitably qualified and interested candidates can apply by visiting our website and following the procedure below;

1. Go to; www.watotochurch.com
2. Go to the section, **Employment Opportunities** and access the **Watoto Job Application Portal**
3. If you are a new user, create a user account by clicking; **Create Account** and proceed to create a profile and **Apply**
4. If you already have an account created, proceed to **Sign In** and **Apply**

DEADLINE; 15th AUGUST 2022.

PREVIOUS APPLICANTS NEED NOT TO APPLY AGAIN.

ONLY SUCCESSFUL APPLICANTS WILL BE SHORT LISTED AND CONTACTED FOR INTERVIEWS.

