



Chief Financial Officer

Robogals Global

Volunteer Role | ~8 hours/week

Reports To:

Chief Executive Officer (CEO)

Collaborates closely with: Board Treasurer and Senior Leadership Team

Term:

Initial appointment of 2 years (voluntary, renewable)

Remuneration:

Volunteer role – no financial remuneration

Travel costs for events (e.g. SINE) may be supported by Robogals Global

About Robogals

Robogals is a global, volunteer-led, not-for-profit organisation that aims to inspire, engage, and empower young women into engineering and related fields. Through university chapters across Asia Pacific, EMEA, and North America, our volunteers deliver workshops, events, and outreach that build STEM confidence in girls. Since 2008, we've reached over 100,000 students and built a thriving, values-led international community.

Robogals is powered by innovation, inclusivity, and the belief that early exposure creates opportunity. Our values – **Integrity, Community, Passion, and Innovation** – guide our leadership and day-to-day practice.

About the Role

As Chief Financial Officer (CFO), you'll lead the financial management and sustainability strategy for Robogals Global. This is a strategic and hands-on role, where you'll shape how we manage, communicate, and align our financial practices with our mission.

You'll oversee the organisation's budget and funding structures, provide financial insights to drive decisions, and help Robogals tell a clear story about how we use resources to create real-world impact. You'll be a key partner in enabling transparency, trust, and long-term resilience across the organisation.

Key Responsibilities

- Oversee Robogals' financial strategy, systems, and controls
- Manage annual budgeting, cash flow forecasting, and internal reporting
- Prepare timely financial reports for the Board, funders, and SLT team
- Ensure compliance with nonprofit financial and audit requirements
- Track grant and donor funding, ensuring alignment with restrictions and deliverables
- Work with the CEO, SLT and Board Treasurer to support grant proposals, pricing models, and fundraising forecasting
- Support global payment processes, reimbursements, and vendor approvals
- Maintain digital financial tools and documentation (e.g. Xero, Wise, Google Sheets)
- Partner with the Board Treasurer to ensure sound governance and risk management
- Support financial onboarding and succession planning for finance volunteers

- Provide mentoring and coaching to team members, fostering growth, skill development, and leadership within the organisation

Strategic Innovation Areas

Mission-Aligned Budgeting & Forecasting

- Build financial plans that reflect Robogals' program goals, regional needs, and future ambitions
- Model scenarios for growth, contraction, and multi-partner funding

Grant & Donor Compliance

- Track restricted/unrestricted funds with accuracy and clarity
- Build easy-to-use systems for multi-currency, multi-region grant accountability

Impact-Driven Financial Storytelling

- Present financials in ways that reinforce Robogals' values and mission
- Collaborate with SLT to communicate cost-effectiveness, value-for-money, and sustainability

Digital-First Systems & Tools

- Use low-cost, cloud-based tools to improve transparency, automation, and usability for volunteers
- Simplify finance tasks across time zones through smart workflows and documentation

Governance, Risk & Financial Stewardship

- Maintain lightweight internal controls that balance agility with accountability
- Support strategic risk management and lead financial due diligence for new initiatives

What We're Looking For

A modern nonprofit CFO at Robogals is:

- **Mission-driven:** Sees finance as a way to scale purpose, not just manage process
- **Strategic and hands-on:** Can both plan ahead and dive into operational detail
- **Digitally fluent:** Uses modern tools (Xero, Google Sheets, Airtable, etc.) to run lean, effective finance
- **Collaborative and clear:** Communicates numbers to non-finance people with confidence and context
- **Governance-minded:** Understands nonprofit reporting requirements and values transparency
- **Global and adaptable:** Comfortable supporting finance across currencies, countries, and volunteer teams
- **Impact-focused:** Makes sure every dollar aligns to outcomes, equity, and engagement

Ideal Candidate

- Experience in finance, accounting, or budget management (nonprofit or social sector desirable)
- Strong understanding of budgeting, grant tracking, and financial reporting
- Confidence working with remote teams and financial tools
- Attention to detail and comfort supporting both strategic and day-to-day finance
- Clear communicator with the ability to build financial understanding across diverse stakeholders
- Passion for education, gender equity, and sustainable impact

Nice To Have

- Familiarity with nonprofit compliance frameworks, funding cycles, or international transactions
- Experience preparing reports for boards, regulators, or philanthropic funders
- Professional accounting or finance qualification (e.g. CPA, CA) is helpful but not required

Time Commitment

Approximately 8 hours per week

Availability for some evening meetings in GMT+10 (AEST)

How to Apply

Please email ceo@robogals.org with:

- A short paragraph outlining why you're interested in this role
- A paragraph describing your relevant experience and what you'd bring to the team
- Your CV (max 2 pages)

Robogals is committed to inclusivity — all genders, backgrounds, and levels of experience are encouraged to apply. If you believe in our mission and want to help us strengthen our financial sustainability and social impact, we want to hear from you.