

Career Opportunity **Head of Finance & Regulatory Affairs**

Reporting to: Chief Executive Officer

Location: Islamabad

Type: Full-Time | On-Site

Position: 1

Teach For Pakistan is a national non-profit organization committed to creating a powerful social movement for equity and excellence in education. We enable Pakistan's best young talent to teach for two years in underserved communities and drive systemic change in education throughout their lives.

Teach For Pakistan envisions the day every child in Pakistan will participate in an education that nurtures them to become loving, thinking, and engaged citizens. As we scale impact, we are seeking a leader who will ensure our financial strategy, governance, and regulatory stewardship remain aligned with our long-term ambitions.

The Role

Teach For Pakistan is seeking a Head of Finance & Regulatory Affairs to lead the organization's financial strategy, regulatory oversight, and institutional risk management. This is a senior leadership position responsible for ensuring financial sustainability, regulatory excellence, and strong governance as the organization evolves. The role combines strategic leadership with operational rigor, and requires sound judgment in navigating complex compliance environments.

The Head of Finance & Regulatory Affairs will serve as a strategic advisor to the CEO and Board on financial health, growth planning, regulatory positioning, and risk management, while ensuring high standards across all finance and compliance functions.

Key Responsibilities

1. Financial Planning & Oversight

- Lead the annual budgeting process for all sites.
- Develop 2–3 year financial projections to support growth and expansion decisions.
- Monitor cash flow and ensure the organization maintains adequate reserves.
- Provide the CEO and Board with clear monthly financial reports and analysis.
- Flag financial risks early and recommend corrective action.

2. Multi-Site Systems & Controls

- Design and implement a clear financial structure for operating across multiple cities.
- Define and formalize financial approval limits and decision rights at national and regional levels.
- Standardize budgeting, reporting, and procurement processes across Islamabad and Karachi.
- Ensure leadership has clear visibility into spending and budget performance in each site.
- Strengthen internal controls to prevent errors, misuse, or compliance breaches.
- Build systems that can support additional cities in the future.

3. Financial Operations

- Oversee payments, payroll, accounting, and reconciliations.
- Ensure accurate and timely monthly and annual financial statements.
- Improve workflows to reduce delays and confusion in approvals and payments.
- Upgrade financial systems where necessary to improve transparency and efficiency.

4. Donor Financial Management

- Prepare and review donor budgets.
- Ensure accurate and timely financial reporting to donors.
- Track restricted and unrestricted funding clearly.
- Ensure compliance with donor requirements across all sites.

5. Regulatory Compliance

- Ensure compliance with SECP, FBR, PCP, EAD, Ministry of Interior, and other relevant authorities.
- Oversee tax filings and statutory reporting.
- Lead external audits and ensure timely completion of audited financial statements.
- Maintain strong working relationships with regulators, banks, auditors, and legal advisors.

6. Governance & Risk

- Prepare financial reports and updates for Board meetings.
- Maintain statutory records and governance documentation.
- Identify financial and regulatory risks and implement safeguards.
- Oversee financial due diligence for major procurement decisions.

7. Team Leadership

- Lead and develop the finance team across locations.
 - Clarify financial roles and accountability across sites.
 - Ensure finance supports program teams while maintaining financial discipline.
-

The Ideal Candidate: We are looking for a senior finance professional who combines technical strength with practical leadership and integrity.

Qualifications & Competencies

- 10+ years of progressive experience in finance, including significant leadership responsibility.
- Experience managing finance within a non-profit, social sector, or mission-driven organization preferred.
- Experience working with multi-donor portfolios and complex compliance environments.
- Proven experience managing audits and regulatory engagement independently.
- Demonstrated experience strengthening financial systems and internal controls, especially across multiple locations.

Qualifications

- Bachelor's degree in Finance, Accounting, or related field.
- ACCA, CA, CPA, or equivalent professional certification strongly preferred.

Capabilities

- Strong financial planning and analytical skills.
- Clear understanding of regulatory requirements for non-profits in Pakistan.
- Ability to design and enforce financial controls without creating unnecessary bureaucracy.
- Comfortable making difficult decisions related to compliance, spending, or financial risk.
- Able to communicate financial information clearly to non-finance colleagues and Board members.
- Organized, detail-oriented, and disciplined in execution.

Personal Alignment

- Belief in educational equity and long-term systems change.
- Treats financial resources as a public trust.
- Calm and steady under pressure.
- Professional maturity when engaging regulators, auditors, donors, and senior stakeholders.
- Comfortable working in a mission-driven, values-based organization.

Salary and benefits will be competitive and commensurate with the candidate's skills, qualifications, and experience.

How to apply: Submit your application by filling out the form through the [link](#). Since we will be hiring on an ongoing basis, the applications sent in earlier will have a higher chance of selection.

Application Deadline: 31st March 2026

We strongly encourage prospective candidates to conduct thorough research on our organization by visiting www.iteachforpakistan.org and our social media pages before applying.
