

JOB DESCRIPTION

<i>TITLE:</i>	Technical Manager, IPSASB
<i>SUPERVISORS TITLE:</i>	Technical Director, IPSASB
<i>DEPARTMENT:</i>	IPSASB
<i>DIRECT REPORTS:</i>	N/A
<i>FLSA STATUS:</i>	Full-time, Exempt, Salaried
<i>DATE:</i>	May 2013

I. ABOUT IFAC

The International Federation of Accountants (IFAC) is the global organization for the accountancy profession. It works with its 172 member bodies in 129 countries to protect the public interest by encouraging high quality practices by the world's accountants. IFAC members and associates, which are primarily national professional accountancy bodies, represent approximately 2.5 million accountants employed in public practice, industry and commerce, government, and academia. Its structure and governance provide for the representation of its diverse constituencies and interaction with external groups that rely on or influence the work of professional accountants.

II. ESSENTIAL DUTIES & RESPONSIBILITIES:

Essential duties and responsibilities include those that are set out below. Other duties may be assigned to meet business needs.

- Conduct project research, including liaison with standard-setters/IFAC members and associates around the world.
- Develop agenda papers including consultation papers, exposure drafts and proposed IPSASs, for the consideration of the IPSASB and/or its subcommittees and task forces, and present those papers at public IPSASB and other meetings as appropriate.
- Manage designated IPSASB projects, including finalization, publication and distribution of consultation papers, exposure drafts and IPSASs.
- Attend IPSASB meetings; participate in discussions and record discussions and decisions.
- Provide administrative support to the IPSASB and its Chair and subcommittees and steering committees and contribute to the organization and efficient operation of IPSASB meetings and related IPSASB initiated promotional activities.
- Assist the Technical Director in responding to questions regarding the IPSASB.
- Make presentations on the IPSASB's activities and/or specific projects at seminars and conferences and assist the IPSASB members in their presentations.
- As appropriate, liaise with other IFAC staff, IFAC Boards and Technical Committees.

III. PREFERRED BACKGROUND & EXPERIENCE

The ideal candidate will have:

- A professional accounting qualification or equivalent recognized qualification.
- An excellent knowledge of issues relating to accounting in the public sector -understanding of public sector issues and experience in financial reporting by or auditing of government agencies; in-depth knowledge of International Financial Reporting Standards (IFRSs) issued by the IASB would be an asset.
- Standard-setting experience is a major asset.
- Excellent oral and written communication skills and computer skills. Fluency in written and spoken English is critical – knowledge of another language is very desirable.
- Strong organizational skills and computer literacy.

IV. PERSONAL ATTRIBUTES

The ideal candidate will possess the following attributes:

- Ability to liaise with senior members of the accountancy profession and senior officials from other external organizations, particularly governments.
- Ability to work with many cultures.
- Ability to manage multiple priorities and work to internal and externally imposed deadlines.
- Commitment to quality processes and products.
- Strong interpersonal skills, with flexibility especially important.
- The successful applicant will be a self-starter, able to work without supervision and able to respond quickly to issues. He/she will be willing to travel internationally 15-20 days per year.

The position will be located in the IFAC office in Toronto, Ontario. As necessary, IFAC will handle visa requirements and cover relocation costs for the successful applicant to Canada. Compensation will be competitive, commensurate with qualifications and experience.

IFAC is an equal opportunity/affirmative action employer.

Please visit: <http://www.ifac.org/about-ifac/working-ifac>

Interested candidates should submit a resume (CV) and cover letter to jobs@ifac.org