



We're Hiring! Head of Accounting – World Athletics (Monaco)

World Athletics is looking for a **Head of Accounting** to oversee all financial reporting, controls, and compliance to ensure accurate and reliable company financials of the world's most participated sport: athletics. Are you passionate about accounting and sport? This role is for you!

This position is based at **World Athletics Headquarters in Monaco**.

About World Athletics www.worldathletics.org

World Athletics is the global governing body for the sport of athletics, encompassing track, field, road, trail and cross-country events. We work with **6 continental federations** and **214 national member federations**, guiding and growing the sport globally.

We organize leading international competitions, including the **World Athletics Championships**, the **World Athletics Series (WAS)** events, and the **one-day meeting circuits** such as the Wanda Diamond League, Continental Tour, World Indoor Tour and Road Race Label events.

Headquartered in **Monaco**, World Athletics includes **115 staff members from 30 nationalities**. Under the presidency of **Lord Sebastian Coe**, the organization has undergone significant modernization and reform, strengthening the sport at all levels.

Our vision is clear: **"To use the power and accessibility of athletics and our athletes to create a healthier and fitter world."** We strive to grow athletics from playgrounds and parks all the way to the Olympic podium.

Key Responsibilities

Reporting directly to the CFO, the Head of Accounting will join a small team.

He/ She is responsible for overseeing the organization's accounting function.

In an environment where accounting processes are not yet fully formalized, the role involves structuring, documenting, and securing all accounting processes while ensuring the reliability of financial statements.

This position is key to implementing robust monthly closings and supporting the rollout of the new Finance ERP, with a strong focus on strengthening internal controls.

He/ She will ensure that every initiative reflects World Athletics' values: integrity, inclusivity, innovation, and the advancement of athletics globally.

Record-to-Report (R2R) Process Management

- Record accounting operations with the support of the team.
- Perform reconciliations (bank, suppliers/customers, key accounts).
- Prepare adjustments and monthly closing entries.
- Produce annual financial statements.
- Prepare internal and external accounting reports and declarations.

Structuring Accounting Processes

- Define, formalize, and document all accounting processes.
- Implement procedures ensuring compliance and reliability of accounts.
- Strengthen the accounting internal control framework.

Monthly and Annual Closing

- Set up and manage the monthly accounting closing process.
- Ensure quality, accuracy, and timeliness of closings.
- Prepare financial statements for audits and external reviews.

Team Management

- Supervise and develop a small accounting team.
- Organize responsibilities and priorities.
- Support skill development within the team.

Finance ERP Project

- Act as the accounting lead for the Finance ERP implementation project.
- Contribute to defining target processes and system configuration.
- Ensure secure migration of accounting data.

Skills & Experience Required

- 8–12 years of confirmed accounting experience, including team management.
- Higher education in accounting or finance (DSCG, French Master's degree in Finance/ Accounting, or equivalent).
- Solid expertise in monthly closings and accounting standards.
- Knowledge of IFRS standards.
- Experience in process structuring and ERP implementation projects.
- Advanced proficiency with Microsoft Office 365 (Excel, BI tools) and collaboration tools (Teams, SharePoint).
- Excellent command of both English and French (B2 to C2), written and spoken.
- Fluent in English and French, proficiency in another major language is an asset.
- Strong rigor, leadership, organizational skills, and sound judgment.
- Excellent planning, anticipation, and analytical skills.
- Methodical, reliable, strong analytical and synthesis abilities, good listening skills and pedagogy.
- Structured and proactive mindset, with a continuous improvement approach.
- Excellent interpersonal and communication skills; team-oriented, motivated, and committed.
- High level of integrity, loyalty, and professionalism; able to maintain absolute discretion.
- Model exemplary work ethics and a respectful, professional attitude.
- Promote collaboration and maintain strong internal and external professional relationships.
- Able to manage multiple priorities and deadlines while ensuring high-quality output in a demanding, fast-evolving environment.
- Resilient and collaborative in a fast-paced global environment.
- Ability to demonstrate adaptability, flexibility, and pedagogical skills.
- Openness to diversity and multicultural environments.
- Knowledge of athletics.

What We Offer

- ✓ Join a passionate, international team
- ✓ A diverse and inclusive workplace
- ✓ A unique work environment in Monaco (sea + sunshine!)
- ✓ Opportunities for professional development
- ✓ Hybrid work (1 remote day/week)
- ✓ Competitive benefits package (medical, insurance, etc.)

How to Apply

Send the following in English to jobs@worldathletics.org before 18 March 2026:

- CV and Cover letter
- Current remuneration
- 3 referees (contacted at final stage)
- Any other relevant documents

Respect - Integrity - Leadership - Commitment - Innovation - Excellence