



## Senior Timberland Portfolio Accountant

**Location:** US Based Location Negotiable

**Reporting to:** Head of US Finance

New Forests ([www.newforests.com.au](http://www.newforests.com.au)) seeks a qualified candidate for the newly created position of Senior Timberland Portfolio Accountant to join its US based finance and accounting team, and more broadly, become a critical member of its dynamic global team that is client focused, collaborative, and strives to cultivate innovation towards delivering client-centric solutions.

In this role, the ideal candidate will have operational accounting experience in managing timberland or other environmental or conservation focused investments within the day-to-day operations of a working forest providing accounting related support to operations management and third-party contractors. A solid understanding of US GAAP (IFRS is a plus) and accounting fundamentals & concepts is required, along with strong attention to detail ensuring our client's accounting records and financial reports are accurate, timely and managed efficiently. Excellent interpersonal and communications skills are essential, the ability to manage and meet deadlines, and effectively interact with various groups across the company, as well as outside of the company.

New Forests is an investment management business offering leading edge strategies in forestry, land management, and conservation. We seek to manage sustainable landscapes for production and conservation and to generate shared value for our clients and the communities where we operate. Founded in 2005, we offer institutional investors dedicated investment strategies in Australia-New Zealand, the United States, and Southeast Asia and have more than AUD 6 billion in assets under management. We manage sustainable forestry assets, forest carbon projects, rural land, and timber processing infrastructure. New Forests is headquartered in Sydney with offices in San Francisco, Singapore, New Zealand, and Melbourne.

### **Primary Responsibilities:**

The Senior Timberland Portfolio Accountant provides the general day-to-day maintenance related to the US investment portfolios, general accounting practices, internal controls, financial analysis, and reporting, and serves as the liaison between third-party property managers and Head of US Finance and other members of New Forests US Management Team, serving to enforce and monitor compliance with company-wide accounting policies and procedures. The responsibilities cover a complete range of daily accounting tasks in a multi-client, multi-entity environment and requires managing and/or executing accurate and timely closing of multiple separate timberland investment portfolios, including preparing journal entries, account analyses and reconciliations, and assisting the Head of US Finance with preparation of financial statements and the analysis of variances and financial results.

**In this role you will be responsible for:**

- Preparing general ledger journal, accounts payable, and accounts receivable entries and supporting documentation
- Maintain schedules and reconcile balance sheet and general ledger accounts
- External debt servicing, interest accrual entries, and ensure compliance with debt agreements
- Assist with cash management and treasury function
- Review monthly client bank reconciliations
- Responsible for monthly/quarterly accounting close-outs
- Coordinating with third-party property managers for asset level accounting close-out and preparing consolidation entries to roll up for fund level accounting
- Responsible for review and accuracy of monthly operational reports received from third-party property managers
- Calculations of the monthly/quarterly base management and performance fees
- Assist with calculations of performance and return data reporting on a quarterly basis
- Coordinating accounting functions and programs
- Preparing financial analyses and reports, standard and ad hoc requests
- Assist with capital call and distribution events
- Assisting with preparing and monitoring property and fund level annual budgets and quarterly reforecasts
- Assisting with annual audit preparations and support throughout the process
- Investigating and resolving audit findings, account discrepancies, and issues of non-compliance
- Take a lead role in the process of onboarding of new assets under management, liaise with third-party property managers to facilitate a smooth transition
- Contribute to the current implementation and rollout of the Enterprise Management System, development of the Data Warehouse project, and any future system implementations
- Strive to identify and implement opportunities for process improvements, streamlining reporting, finance, and operations processes to increase automation and efficiencies
- Assist in documenting and/or updating accounting policy, process, and procedure
- Cross train and serve as back-up for US Head of Finance role
- The company is a fast growing, fast-paced environment and the position requires taking on additional accounting duties as well as ad-hoc projects as required or assigned
- Travel, as required

**We are seeking candidates with the following qualifications, experience, and strengths:**

- Bachelor's degree in Accounting or Finance
- Understanding of US GAAP and IFRS reporting standards is preferred
- 7+ years' accounting experience in the day-to-day management and operations of timberland or other environmental or conservation focused investments in a multi-client, multi-entity environment
- Experience and a genuine passion for sustainable and/or responsible investments is highly regarded
- Ability to prepare, analyse and interpret complex data
- Excellent oral and written communication skills, along with demonstrated positive influence skills
- Demonstration of process improvement/re-engineering to improve efficiency and effectiveness
- Strong time management and organizational skills
- Advanced Excel skills
- Self-starter with good interpersonal and problem-solving skills

- Ability to work independently, while thriving in a team-oriented environment working towards a common goal
- A strong work ethic and a desire to exceed expectations
- Integrity and the ability to maintain confidentiality
- Must be willing to assume ownership of assigned projects and duties
- Ability to demonstrate core finance team capabilities, client focus, cultivate innovation, and collaborative nature

**What can we offer?**

Our environment is busy and supportive, and the team is professional but relaxed. If you join us, you would be joining a growing, fast paced business which is an environmental and sustainable leader in forestry investment. You will also be working with professionals who are passionate about their work!

To apply, please provide your resume and cover letter, explaining your interest and qualifications for the position, in PDF format, to [careers@newforests.com.au](mailto:careers@newforests.com.au)

Phone calls will not be accepted.

New Forests is an Equal Opportunity Employer that values diversity and inclusion. We offer flexible working arrangements to all employees to support their work/life balance. We are also a Certified B Corp.