

IT Project Manager – Finance system and associated transformation

~10 months contract, full- time, or nearly.

Background

We're seeking a talented IT Project Manager to lead our project focused on finance system migration, platform change, and Business Central implementation and development.

The IT Project Manager- Finance Systems Transformation, will manage the delivery of GAIN's cloud-based Finance Management Information System (FMIS), centered on Microsoft Dynamics 365 Business Central. The role will coordinate across the internal teams and the implementation partner to deliver the agreed scope, milestones, budget and quality requirements, working towards the planned go-live date of 1 July 2027.

The project covers migration from Microsoft Dynamics NAV version 14, Vena and an in-house SharePoint sourcing tool, together with data cleansing, enterprise-system integration and improvements to finance and budgeting processes. The role will maintain the delivery plan, manage risks and dependencies, support timely decisions and prepare users for adoption, helping establish a reliable, integrated source of financial information across GAIN's programmes, grants and entities.

Position Overview

As an IT Project Manager specialising in transformation projects, you will have a track record of driving the successful delivery of initiatives aimed at system migration, platform change, and Business Central implementation in a non-profit space.

You must be familiar with Business Central and the migration of systems and data; and able to support this in a short time window with an external supplier in a \$50m organisation operating in 16 different geographies.

The overall aim is to install a modern, cloud-based enterprise-grade Finance Management Information System (FMIS) that:

- **Unifies finance and budgeting** into a single, authoritative platform — eliminating the NAV + Vena duplication
- **Integrates natively with all enterprise systems** via REST APIs — replacing manual reconciliation with real-time data exchange
- **Establishes a single source of financial truth** across all GAIN programmes, grants, and entities
- **Is cloud-hosted and vendor-maintained** — eliminating on-premise infrastructure costs and cybersecurity exposure
- **Enables improvements in core business processes**

The project involves three core tasks:

1. **planning, delivery and governance**
2. **systems migration and integration**
3. **stakeholder coordination and user adoption**

You will therefore need to:

- Lead the GAIN team on the end-to-end project management of the transformation initiatives, including system migration, platform change, and Salesforce integration and development projects.
- Collaborate closely with the implementing partner team (functional consultants, developers, technical architects etc.) and with cross-functional teams and stakeholders internally to ensure project milestones and overall goals are achieved
- Develop a comprehensive project plan, schedules, and budget, and oversee project execution to ensure timely delivery within scope and budget constraints.
- Support in-house teams with process mapping
- Proactively identify risks and issues, and implement mitigation strategies to address them, ensuring project success and adherence to stated timelines and budgets.
- Communicate project status, updates, and key milestones to stakeholders and senior management, and escalate issues as needed.
- Liaise with the developer on training requirements and support a network of super users to become confident system users

You will need strong written and spoken English, a track record of successful delivery of similar projects; demonstrable expertise in Business Central; experience of working with non-profits. You will need to provide two references to whom we can speak about your work in the last three years.

A degree in Business Information Technology or equivalent is expected.

You may also have a formal project management qualification and/or a formal accounting qualification.

If you are interested in the assignment, please apply by email to:

Megan Cruickshank - Mcruckshank@gainhealth.org

Please use the subject 'IT Project Manager Application'

No later than **17.00 GMT on Thursday 5 November.**

Your application must:

1. Not exceed 1,200 words plus your CV
2. Highlight at least two relevant previous projects setting out:
 - 2.1. Date of completed work (month/year)
 - 2.2. System migrated from and to
 - 2.3. Name and size of company/organisation (turnover \$m; staff number; countries of operation)
 - 2.4. What was your own role
 - 2.5. Main challenges and how you overcame them
 - 2.6. Names and contact details of one referee per project
3. Describe briefly your major value add for this project: what do you bring and why we should hire you
4. Confirm your availability for the period of the project at 100% or nearly 100% time; specify any time constraints within that period
5. Confirm you will be able to attend meetings in person at our Nairobi office
Nairobi Business Park
Ngong Road
6. Your contract price for the complete piece of work, quoted in US\$