

FINANCIAL ACCOUNTANT

About Us

Queensland's premier arts festival, Brisbane Festival heralds the promise of play and celebration as it lights up the city each September in a blaze of colour.

We create extraordinary art and take up residence throughout the river city, atop iconic landmarks and deep into the suburbs. We host captivating live performances and installations from home and across the world. Our Festival reflects the diverse communities that give Brisbane its unique voice. We invite audiences to Be Bold with us, to expect art unexpected with open hearts and minds; to be entertained, inspired, and amazed.

Brisbane Festival acknowledges this country's First Nations people and with their leadership and guidance, we celebrate that deep cultural legacy. We create a rich multi-arts program made by and with our local Aboriginal and Torres Strait Islander communities.

Our artists, people and partners are ambitious and agile dreamers who make the impossible possible through passion, hard work, and care.

Position Summary

We are seeking a motivated and strategic Financial Accountant to join our team. This is more than a finance role; it's a chance to contribute to the success of one of Australia's most exciting cultural events. You'll work closely with the CFO and collaborate across departments to ensure financial sustainability and operational excellence.

Reporting

Reports to: Chief Financial Officer & Company Secretary

Positions reporting to the role: n/a

Communication

In respect to internal and external relations, the Financial Accountant will:

- Report to the Chief Financial Officer & Company Secretary.
- Liaise with the Finance team and appropriate other staff members to carry out the role,
- Liaise with relevant external stakeholders as required,
- Provide the Chief Financial Officer & Company Secretary with a weekly report on developments and activities. This may take place in writing or in the form of a meeting.

Roles and Responsibilities

With support from the Chief Financial Officer & Company Secretary, the Financial Accountant will:

- Prepare and analyse monthly, quarterly, and annual financial statements, including variance analysis. Assisting with year-end audits and financial reporting.
- Drive budgeting, forecasting, and provide insightful financial analysis to support strategic decisions.
- Manage reconciliations for general ledger, bank, and GST accounts, ensuring accuracy and compliance.
- Oversee BAS, GST, PAYG, and FBT obligations.
- Support payroll administration and superannuation processes.
- Strengthen internal controls and improve financial processes across the organisation.
- Partner with Programming and Production teams to align financial planning with artistic vision.

Systems

In respect to systems use, the Financial Accountant will:

- Utilise the organization-wide systems in accordance with policies and procedures provided.

WHS

In respect to Workplace Health and Safety, the Financial Accountant will:

- Take an active role in effectively implementing Brisbane Festival's WHS policy.

Relevant Experience

Essential

- CPA/CA qualified or equivalent, desired.
- Strong financial reporting and compliance experience
- Accounting software-savvy (Xero, Employment Hero, ApprovalMax experience desirable)
- Collaborative and adaptable in a fast-paced environment
- Skilled in building strong relationships and acting as a trusted business partner.
- Analytical, detail-oriented, and proactive in problem-solving.
- Highly proficient in excel
- Adaptable and thrive in a fast-paced, creative environment.

- Self-motivated, ability to work independently with a flexible and proactive approach.

Desirable

- Experience with not-for-profit organisations is desirable.

How To Apply

Please apply via our [online application form](#) only. Address your application to: Claire Hooper – Chief Financial Officer & Company Secretary. For enquiries contact: Claire Hooper - claire.hooper@brisbanefestival.com.au.

Please provide your CV including at least two referees, as well as a statement indicating how you meet the selection criteria listed. A cover letter is optional. Short-listed applicants should be available for interview after the application closing date. All applications are strictly confidential.

APPLICATIONS CLOSE: 5:00pm on Sunday 18 January 2026

Research shows that while men apply to jobs when they meet an average of 60% of the criteria, women and other marginalised folks tend to only apply when they check every box. So, if you think you have what it takes, but don't necessarily meet every single point above, please still get in touch. We would love to have a chat and see if you could be a great fit.

Brisbane Festival is an equal opportunity employer committed to diversity in the workplace. Our vision is to have a team which reflects the breadth and diversity of Brisbane's population. Aboriginal and Torres Strait Islander People, LGBTQIA+, culturally and linguistically diverse applicants and people with a disability are encouraged to apply.

Privacy

The following is extracted from our Privacy Policy. If you wish to view the entire policy, please request a copy via the email address above.

3.3. Information for job applicants (including volunteers)

3.3.1. Collection of your personal information

If you are applying for a job with us, you may be required to provide us with certain personal information, including your:

Name; Residential address; Postal address; Telephone numbers; Email address;
Employment history; Educational background.

in person, over the telephone, by fax or email, as part of, or in relation to, your job application.

In considering your information, we may also collect information about you from the referees you nominate in your application.

3.3.2. Use of your personal information

We will only use your personal information for the purposes of considering your application and, if successful, your employment.

3.3.3. Disclosure of personal information

In considering your application, it may be necessary for us to disclose some of your personal information to third parties to verify the accuracy of that information. We will disclose only such information as is necessary in the circumstances.