

Senior Accountant – Financial Reporting position outline

May 2026



Lifestyle
Communities®



The Lifestyle story

Since beginning Lifestyle Communities® in 2003, our mission has always been to enable working, semi-retired and retired people over 50 to downsize in a secure community with resort-style amenities, while having the freedom to enjoy new possibilities with greater peace of mind.

Our first community was at Brookfield in Melton, and over the years we have kept improving on what we do based on the feedback from our customers and homeowners. We have grown the business on two core principles;

1. **"You never get a second chance at a first impression"** and we ensure that whether it is the look of our communities or the service we deliver, our customers always get a fantastic first impression.
2. **"A customer may forget what you told them, but they will never forget how you made them feel"**. We want to make every customer touchpoint an amazing experience, one that they will remember and recall with friends and family. We want to ensure that their experience living in Lifestyle Communities is an extremely positive one.

These two principles have been the key enabler of our growth and success over the years and will become even more important as we develop and grow.

Our purpose

We reimagine a Way to Live for independent downsizers.

We develop and manage architecturally designed low maintenance homes, together with resort-style communities, that allow downsizers to free up equity from their previous home, and live the life they want.

Our approach revives the spirit of strong, neighbourly connections while providing spaces that balance safety and privacy with community engagement.

We nurture these environments, with dedicated Lifestyle Managers that live onsite allowing homeowners to enjoy independence alongside an active lifestyle.

Now that's a ...**Way to live**



Role summary

The Senior Accountant – Financial Reporting plays a key role in delivering high-quality, compliant financial reporting for Lifestyle Communities. The role is responsible for supporting the preparation of monthly Board and Management reporting and half-year and full-year statutory accounts, ensuring compliance with AIFRS and Corporations Act disclosure requirements, and contributing to the integrity, accuracy and timeliness of external financial reporting.

Working closely with the Financial Controller and the broader finance team, this role will support month-end close and reporting processes, technical accounting assessments, audit requirements, and the ongoing improvement of financial reporting and internal controls.

The role has responsibility for the preparation of monthly management reporting including provision of timely financial insight, performance analysis and commercial support to inform decision-making.

This is a hands-on role suited to someone with strong technical accounting capability, sound professional judgement, and experience operating in a listed environment or within a Tier 1 professional services firm. The role will play an important part in maintaining high standards of financial governance, supporting audit processes, and driving continuous improvement in reporting quality, processes and controls across the finance function.



Who am I?

I am a passionate person that really enjoys working in a highly engaged and supportive environment to deliver **amazing** service to our team and customers. I have an absolute **passion** about customer service and believe that delivering amazing customer service should be in every business' ethos.

I have **high empathy** and can put myself in the shoes of team members and our homeowners to understand their needs and how to provide an experience that exceeds their expectations.

I have **high EQ** and my working style is one of **collaboration** and **consultation**. I see this role as both **challenging** and **rewarding**.

I am eager to grow my skill set whilst at the same time using my experience to achieve and drive results and **make a real difference**.

I continually seek to improve the overall experience for our team members and homeowners. I am excited to **think outside of the box** and constructively challenge the business to be exceptional in all that we do.

I treat everyone with **respect** and show humility in all interactions. I believe that Lifestyle Communities makes a real difference to our customers lives and I work to ensure that I can also make a difference to what we do and the service and product we deliver.

I am **thoughtful, compassionate, kind** and **value relationships**.

I work for Lifestyle Communities!



Our values

Our values drive all our interactions with our customer.

We know that by living these values we can deliver excellent customer service to all stakeholders and believe that these values differentiate us from other operators in this sector.



**Do it from
the heart**



**Constantly
curious**



**Own it.
Sort it.**



**Strive for
excellence**

Position title	Senior Accountant – Financial Reporting
Reports to	Financial Controller
Direct reports	NA
Location	Support Office, Suite 2.02, Level 2, 68 Clarke Street, Southbank VIC 3006 Travel to Lifestyle Communities throughout Victoria, as required.
Employment type	Full Time
Department	Finance
Key relationships	<p>Internal</p> <ul style="list-style-type: none"> • Chief Financial Officer and broader Finance team • Executive Leadership Team (as required for reporting support) <p>External</p> <ul style="list-style-type: none"> • External auditors and professional advisers • Company Secretary / Investor relations (as required for ASX reporting)
Technical skills	<ul style="list-style-type: none"> • CA or CPA qualified. • 5–7+ years’ experience in financial accounting and reporting. • Proven experience in an ASX listed environment, either in house or from a chartered firm with listed clients. • Strong working knowledge of Australian Accounting Standards (AIFRS). • Experience supporting half year and full year statutory reporting and audits. • High attention to detail with the ability to meet tight reporting deadlines.
Experience	<ul style="list-style-type: none"> • Experience in property, real assets, infrastructure or capital-intensive businesses. • Prior experience in Big 4 or mid-tier audit or accounting advisory. • Exposure to complex accounting areas such as leases, investment property, financial instruments or revenue recognition.

Senior Accountant – Financial Reporting

Key tasks / deliverables

Financial & Statutory Reporting

- Preparation of half-year and full-year financial statements in accordance with AIFRS, the Corporations Act, and ASX listing requirements, including drafts of financial statements for Financial Controller review.
- Prepare supporting working papers, disclosures, and technical accounting memos for statutory reporting.
- Assist with ASX lodgements, including Appendix 4D, results announcements, and investor presentation support schedules.
- Ensure consistency and accuracy between statutory accounts, management reporting, and ASX disclosures.

Technical Accounting & Policy

- Research, assess, and document accounting treatments for new or complex transactions under AIFRS (e.g., leases, revenue, financial instruments, investment property).
- Support the maintenance of accounting policies and technical position papers.
- Monitor emerging accounting standards and assess impacts on the Group.

Month-end close & Financial Control

- Prepare and review month-end journals, reconciliations, and balance sheet schedules.
- Ensure the integrity of the general ledger and timely, accurate close processes.
- Investigate and resolve accounting issues and variances as they arise.
- Support the Financial Controller with preparation of the monthly Board reporting.
- Prepare monthly management reporting for the Marketing, Corporate, and Sales portfolios, including P&L analysis, variance commentary, and key performance insights.
- Identify opportunities to enhance management reporting frameworks, dashboards and analytics, improving clarity, timeliness and usefulness of information provided to the business.

Audit & External Stakeholder Support

- Act as a key point of contact for external auditors during half-year and year-end audits.
- Prepare audit deliverables, respond to audit queries and support timely audit sign off.
- Assist with the coordination of external advisers where required.

Budgeting and Forecasting

- Support the Financial Controller with the preparation of the annual budget and quarterly forecasts.
- Support functional leaders with budgeting, forecasting, and cost management, providing clear financial insights to inform decision-making.
- Analyse trends, drivers and variances, translating financial results into meaningful commentary for non-finance stakeholders.

Process improvement & Team Contribution

- Identify opportunities to improve financial reporting processes, controls, and documentation.
- Maintain the integrity of general ledger including chart of accounts, reporting hierarchies, and data quality.
- Contribute to continuous improvement in reporting quality, efficiency, and scalability.
- Act as a technical support and mentor to junior team members where appropriate.



What will success feel like for you?

In addition to fulfilling the requirements listed in this position outline, you will be inspired and challenged, and your learning curve will be steep. You will genuinely believe in the purpose of the business, and you will wake up eager to start the working day where your contributions are valued and rewarded.

The key challenges of this role

- Delivering accurate, compliant reporting under ASX and statutory reporting deadlines
- Balancing technical accounting judgement with business-facing insight,
- Maintain a customer service attitude whilst ensuring financial processes are robust and policies are implemented effectively.

Our ask of you

We have a strong history up to today and we need passionate, motivated and entrepreneurial team members to challenge the status quo.

By joining the Lifestyle Communities team, you are committing to give it your all, live our values, take some risk and make a difference. That is all we ask.

I _____, understand the key deliverables and values of Lifestyle Communities, and will execute my role as **Senior Accountant – Financial Reporting** to reflect this position outline.

Signature

Date