

Role Description

Role title:	Director Performance and Analysis
Level of accountability:	Director
Mater Ministry:	Corporate
Service Stream/Department:	Group Finance
Manager role title:	Group Chief Financial Officer (CFO)
EA or CLC:	CLC
Date created/Reviewed:	4/06/2024

About the role

The Director Performance and Analysis is responsible for delivering Mater's financial performance management framework, including forecasting, performance reporting, and budget processes, ensuring alignment with Mater's mission and objectives.

This position is a critical leadership and enablement function to provide strategic financial advice to organisational stakeholders, including business case generation, assessment, and assurance.

Additionally, this role involves developing and maintaining the long-term financial plan and scenario modelling, and working with key stakeholders to develop and maintain Mater's investment plan across capital, ICT, and Health portfolios.

The Director will also lead a team that provides high-quality analysis and financial advice across the organisation.

Role Specific Expectations

1. Forecasting and performance reporting:

- Direct monthly and quarterly forecast and performance reporting processes, ensuring accuracy and alignment with organisational goals.
- Consolidate the organisational view of performance across the parent, subsidiary and group, including operational and investment activities.
- Present financial reports and recommendations to the executive leadership team, providing comprehensive insights into financial performance and opportunities.
- Monitor key performance indicators (KPIs) and financial metrics to track organisational performance and identify areas for improvement, including the continuous improvement of reporting models and systems.
- Offer timely and insightful financial analysis derived from the forecast process and performance reporting, aiding in strategic initiatives.
- Develop and deliver Mater's performance reporting system to ensure ensuring accuracy and alignment with organisational goals.
- Deliver strategic financial guidance and support to senior management executive and board, presenting financial performance and forecasts to facilitate decision-making.

2. Quarterly forecasting

- Implement a quarterly forecast cadence to minimise the annual budget effort and enable pre-emptive decision making across the organisation

3. Budget management:

- Plan and direct the annual budget process ensuring alignment with the goals of financial sustainability, best practice financial management and engagement with key stakeholders across the organisation.
- Develop and maintain effective budget policies, guidelines and procedures, ensuring these are communicated and well understood across the organisation.
- Develop and maintain Mater's budget model to ensure accuracy and alignment with organisational goals and integrity of the budget.

- Develop and maintain a master budget for the organisation that supports revenue and expense recognition, alignment with the Service Agreement with the Department of Health and feeds into the budget model as part of the annual budget process and intra-year updates.
- Lead the development and improvement of the budget model and performance reporting framework to enhance financial planning capabilities.
- Collaborate with key stakeholders across the organisation, such as teams managing the Service Agreement with the Department of Health, subsidiaries and areas responsible for capital and investment planning.

4. Strategic analysis and advice:

- Provide expert financial advice and support to the CFO, D/CFO and executive team.
- Provide strategic financial analysis and advice on major business cases, leveraging expertise to drive informed decision-making.
- Conduct financial analysis and modelling to support business decisions, including pricing strategies, capital investments, and cost optimisation initiatives

5. Long-term financial planning:

- Support the development and maintenance of Mater's Long Term Financial Plan (LTFP) to support Mater's long-term financial sustainability.
- Engage with key stakeholders to validate the accuracy of the LTFP and improve LTFP drivers.
- Develop scenarios using the LTFP to support decision-making.

6. Leading the budget, reporting and analysis team:

- Lead and mentor a team of management accountants and analysts, providing direction, coaching, and professional development opportunities.
- Provide clear direction, guidance, and support to team members, empowering them to excel in their roles and responsibilities while promoting a culture of accountability, innovation, and continuous improvement.
- Effectively delegate tasks and responsibilities, leveraging individual strengths and talents within the team to optimise productivity and achieve shared objectives.

7. Leadership and collaboration:

- Drive process improvement initiatives to enhance the efficiency and effectiveness of financial operations, leveraging technology and automation where possible.
- Work closely with the Director of Financial Accounting to ensure the integrity of the ledger and timely identification of issues.
- Collaborate with peers in the finance leadership team and managers to optimise financial processes and systems, including models and costing, service agreement management, and systems.
- Partner with ICT to deliver reporting systems, budget models, and analysis tools to support business performance.
- Leads by example, demonstrating integrity, resilience, and a commitment to excellence in all aspects of team management and leadership.

About you - Qualifications

Essential:

- Tertiary qualifications in a business-related discipline.
- Current membership of a recognised Australian professional accounting body (CPA/CA).

Desirable:

- Previous experience in complex operating models, or healthcare or not-for-profit sector.

About you – Skills and Competencies

This position requires strong financial acumen, leadership skills, and the ability to effectively collaborate with various teams and stakeholders to drive financial performance and achieve Mater's organisational and financial goals. The ideal candidate will have:

- Proven experience in senior finance management roles in complex and diverse environments, demonstrating a combination of technical financial and commercial acumen.

- Strong facilitation and influencing skills with the ability to collaborate effectively with internal and external stakeholders to drive strategic outcomes.
- Exceptional decision-making skills with the ability to set priorities, manage implementation, and deliver results aligned with corporate strategy.
- Proficiency in project financing, business risk management, and strategic planning.
- Ability to be strategic, engage with other areas of finance and the business, lead a team, and demonstrate excellent communication skills.
- Strong technical accounting knowledge and understanding of financial reporting, budgeting and forecasting principles and practices.
- Excellent analytical and problem-solving skills with the ability to interpret complex financial data and provide actionable insights.
- Proven leadership and team management abilities with a track record of building and developing high-performing teams.
- Effective communication skills with the ability to articulate financial concepts and insights to diverse audiences, including non-financial stakeholders.
- Proficiency in financial software and ERP systems (e.g., D365, TM1, SAP, Oracle) and advanced proficiency in Microsoft Excel and financial modelling tools.