

Business Improvement Leader



Reports to: Regional Manager, dotted line to Head of Business Improvement

Key relationships: Regional PPLs, Finance Director & AMs

Authority level: as agreed with Manager

WHY YOU'RE HERE

At BestStart, we stand up and stand out for our children, families and communities. We're leaders in the early childhood sector, we make a difference and we love what we do. We pride ourselves on being an inclusive team. We encourage our people to bring their unique selves to work. If you're passionate about making a difference, you belong here.



WHAT YOU'LL DO

- Be an operational expert who has a deep understanding of centre optimisation, a business advisor who can support centres to improve their financial performance
- Provide analysis to Regional Managers on centre performance using data and trends and recommend actions to increase contribution by increasing revenue and reducing costs, including optimising staff rostering
- Identify issues such as layout of centres which are preventing performance improvement and recommend actions to resolve these
- Develop a centre optimisation strategy for the region, identifying centres which require improved performance outcomes
- Encourage a culture of innovation, so we continuously improve our facilities and operations to achieve optimal functionality and performance
- Support the regional initiatives to grow and develop staff capabilities to achieve strategic priorities
- Assist with the induction of new Area Managers, Centre Managers and Step Up Head Teachers on best practice principles for staff utilisation and use of BestStart approved financial tools
- Enhance business performance and sustainability in 10 identified focus centres annually, achieving a contribution surpassing the prior year
- Facilitate and lead training as required as part of Operational Excellence
- Conduct regular centre visits, implementing business improvement plans where required.
- Celebrate Team and individual centre success at minimum monthly
- Conduct regular meetings alongside Regional Manager with Centres Identified as Financial Centres of Opportunity
- Budget preparation and training
- Propose Business Improvement opportunities to the Head of Business Improvement for consideration to use Nationally.
- Represent and promote BestStart as a great place to be!
- Any other duties as required to fulfil your position



HEALTH & SAFETY

- Actively promote and role model health & safety awareness
- Complete health & safety training as required
- Identify, report and escalate risks, health, safety and environmental hazards within the workplace and take appropriate action
- Understand and meet any legally binding health & safety regulations relevant to the workplace



THE SKILLS, KNOWLEDGE AND EXPERIENCE

- Must demonstrate proven experience in:
 - Achieving expected financial and operational outcomes
 - Leads teams to grow competencies and improve operational performance and outcomes
- Effective change management
- Excellent interpersonal skills and confident communicator with outstanding written and verbal communication skills – that ensures that all stakeholders are aware of the activities in progress
- Proven organisational, computer and time management skills
- High capability in collation of all relevant information to provide a basis for effective improvement decisions to be made
- Effective investigative and report writing skills
- Demonstrate an attention to detail and be outcome and results focused
- Ability to analyse and evaluate effectiveness of initiatives and determine change in direction where necessary