**Position Description - Draft**

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| **Position title:** | Senior Finance Business Partner – NSO | **Date:** | June 2025 |
| **Reports to:** | GM – Business Partnering and Analysis | **Department:** | Finance |
| **Number of reports:** | Direct: 1  Total (include indirect): 0 | **Location:** | National Support Office |
| **Delegated financial authority:** | None | **Budget ownership:** | No |
| **Level of influence:** | Leading self  **Leading others**  Leading leaders  Leading the Organisation | | |

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| **Our Organisation** |
| At Southern Cross Healthcare, our vision is to help people live their best lives by reimagining healthcare.  Across our nationwide network, we combine the skills of more than 4,000 people including nurses and anaesthetic technicians, working with specialists, surgeons, anaesthetists, and allied health practitioners.  As New Zealand’s largest private provider of healthcare, our strong “for purpose ethos” and through being recognised as one of New Zealand’s leading and most trusted brands, we are poised to amplify the delivery of healthcare services like no other. |

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| **Vision** | **Purpose** |
| Our vision is for what we aspire.  **To help people live their best lives by reimagining healthcare.** | Our purpose is why we exist.  **To advance the provision of quality healthcare in Aotearoa New Zealand.** |
| **Values and Behaviours** | |
| **Care First:**  We bring our whole heart to work, We treat everyone with equitable care and respect, We take pride in everything we do  **Better Together:** We actively seek out different perspectives and experiences, We build genuine connections, We lift each other up  **Pursue Excellence:** We embrace fresh thinking in the constant pursuit of excellence, We challenge ourselves to think differently, We turn ideas into action through consistent mahi. | |

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| **Role Purpose** |
| The Senior Finance Business Partner for NSO reports to the GM Business Partnering and Analytics and is empowered to lead the business partnering and financial planning and analysis function for the National Support Office, and is tasked with providing a best-in-class service. The role will drive financial strategy, performance management, and governance, ensuring financial sustainability while supporting strategic decisions. This role will drive operational efficiency, resource allocation, and risk mitigation to enhance value creation.  The purpose of this role is to lead an effective and resilient business partnering and financial planning and analysis support function that ensures that the organisation’s financial decisions are commercially sound and timely to assist the organisation’s management in its decision-making processes, and as part of its good governance framework. A key remit is to ensure business areas are appropriately challenged and supported with planning processes and financial analysis and critique.  This role (along with its team) provides the ELT with business planning processes, financial advice, analysis, and management reporting on the performance of their cost centre and capex. A key purpose of the is to ensure that sound financial and commercial disciplines are applied across the organisation, and to both develop and contribute to the financial planning and budgeting processes. |

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| **Key Relationships** | |
| **Internal**   * GM Business Partnering & Analysis * Financial Control team * Chief Financial Officer * Group Chief Operating Officer * COO’s * Hospital General Managers / CEO’s and administration staff * ELT | **External**   * As and when required |

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| **Key Accountabilities** |
| **People Leadership**   * Lead a team of highly motivated, competent, and well trained and supported people * Agrees accountabilities and performance objectives for direct reports and regularly provides feedback * Build strong partnerships across clinical, operational, and financial departments.   **Budgeting & Forecasting**   * Preparation of NSO Budget (cost centre + capex) analysis and consolidation * Budget review, communication and further breakdown * Forecast calculation, analysis provision and forecast updates   **Management reporting**   * Accurate and timely monthly NSO + capex reporting with commentary that provides meaningful insights into what is driving the financial performance of the organisation * Report and process definition * Data gathering, scrubbing, analysis and commentary * Ad hoc management reporting as required   **Business partnering**   * Lead talented business partners who understand their entity and bring insights that help deliver value * Challenge constructively * Provision of timely and accurate information (not just numbers) to help our stakeholders understand their entity * Key business partner to all ELT, in particular Transformation, Digital Services and Property being the largest allocations for spend that NSO controls * Develop or maintain key value driver dashboards * Supporting the development and implementation of best financial practices * Assisting with the financial forecasting * Managing and achieving financial targets and objectives * Providing financial analysis to entity management * Supporting the financial decision and budget process * Assisting in the preparation of the operating budget * Supporting the preparation of management reports * Ensuring compliance with company policies and procedures   **Business analysis and decision support**   * Prepares business data and identifies variances (e.g., deviation via forecast). Challenges business data and interprets results. Identifies improvement opportunities based on business data * Tracks, evaluates and develops KPIs * Performs specific analyses (e.g., RoE). Performs and interprets specific analysis. Initiate specific analysis if needed * Competitive analysis * Contribute to process and systems improvement projects to maximise the investment in the core business systems   **Value Creation**   * Identify financial opportunities to improve patient care and hospital profitability. * Drive investment strategies that maximize healthcare service efficiency. |
| **Health, Safety and Wellbeing**   * All employees are responsible for complying with health and safety policies and procedures. * You are responsible for your own health and safety while at work and ensuring that your actions or inactions do not put others at risk. * Identify, report and self-manage hazards where appropriate. * Ensure that you complete early and accurate reporting of incidents at work. * Participate and co-operate for shared health and safety responsibilities. * Actively participate where improvements to health and safety at SCHL can be made.   **Commitment to the principles of Te Tiriti o Waitangi**   * Demonstrate awareness and understanding of Te Tiriti o Waitangi obligations through manaakitanga (respect) and kawa whakaruruhau (cultural safety) as evidenced in interpersonal relationships.   **Commitment to Diversity, Equity and Inclusion (DEI)**   * Honour diversity by acknowledging and respecting others’ spiritual beliefs, cultural practices and lifestyle choices as evidenced in interpersonal relationships. * Seek opportunities to include diversity, equity and inclusion practices in everyday work.     **Commitment to Environment, Social and Governance (ESG)**   * Engage in sustainable practices whenever possible. Try to reduce the environmental impact of your work and take an active role to initiate change to meet Southern Cross' ESG (Environmental, Social and Governance) commitments. * Actively engage to improve your knowledge regarding sustainable practices whenever possible. |

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| **Role Requirements** | |
| **Experience and skills required:**   * Minimum of 10 years practical experience in a financial accounting or business partner role in a medium to large sized business * Experience in financial leadership * Advanced EXCEL skills * Experience with a medium/large systems (i.e. Technology One, MS Dynamics, Oracles, SAP, JDE)   **Experience and skills desirable:**   * Network business (i.e. multiple business units/subsidiaries) | **Education and qualifications required:**   * Accounting degree or equivalent * Professional accreditation (CAANZ or equivalent) |

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| **Personal Attributes** | |
| **Human Centred Leadership**   * Empathy * Adaptability * Connection   **Performance Coach**   * Accountability * Engagement * Collaboration | **Change Enabler**   * Execution * Energy * Contribution |