

Position Description

Position title:	Chief Financial Officer (CFO)	Date:	May 2026
Reports to:	Chief Executive Officer (CEO)	Department:	Executive Leadership Team
Number of reports:	Direct: 4	Location:	Ormiston Hospital
Delegated financial authority:	As per DFA policy	Budget ownership:	Yes (\$65,500,000)
Level of influence:	Leading leaders		

Role Purpose

The purpose of this position is the effective management of corporate affairs including Finance, Supply Chain and Facilities for OSEL.

This role is a full-time position and reports directly to the Chief Executive Officer (CEO) with a dotted line through to the Chairman for shareholder/Board related activities.

The CFO will ensure that corporate, Board and shareholder activities are effectively managed.

The person in this role will make a significant contribution to the overall management of the hospital as part of the Executive Leadership Team (ELT) and will attend monthly Board meetings and Annual General Meetings to contribute at a management level and undertake secretarial duties.

The CFO will support the CEO on all finance and commercial matters and will make a valuable contribution to the overall management and strategic direction by focusing on key issues surrounding the business and development goals of the company.

Key Relationships

Internal

- Chief Executive Officer
- Executive Leadership Team
- Finance Team
- Supply Chain Team
- Facilities Team

External

- District Health Board (DHB) personnel funders: ACC, Health Insurers
- External Auditors and Service Providers
- Southern Cross Healthcare National Support Office
- Pharmacy, Laundry and Catering Providers
- Other Healthcare and Commercial Stakeholders

Key Accountabilities

Leadership & Operational Management

- Contribute as an active member of the Executive Leadership Team, supporting the hospital's strategic direction, operational performance, and commercial sustainability.
- Lead, coach, and develop direct reports across Finance, Supply Chain, Facilities, and related corporate services functions.
- Foster a collaborative, accountable, and high-performing culture that supports service excellence and continuous improvement.
- Support the CEO and ELT with sound commercial, financial, and operational advice.
- Lead initiatives focused on revenue maximisation, cost containment, and operational efficiency improvements across the organisation.
- Contribute to activities and initiatives that support hospital growth, service expansion, and increased market share.
- Drive workforce capability and succession planning initiatives across corporate services functions to support long-term organisational sustainability, leadership continuity, and operational resilience.

Financial Management & Planning

- Lead the annual operating and capital budgeting process, including forecasting, cashflow analysis, financial modelling, and reporting.
- Monitor financial performance, analyse variances, and recommend actions to improve performance and manage risk.
- Lead business case development for capital investment, service improvement, expansion, and major operational initiatives.
- Support major development and site expansion projects through financial modelling, commercial analysis, and strategic planning.
- Ensure financial systems, controls, and reporting processes are accurate, effective, and fit for purpose.
- Maintain oversight of procedure costing models to support pricing, profitability analysis, and commercial decision-making.
- Provide financial guidance and support to operational leaders to strengthen budget ownership and financial accountability.

Commercial & Corporate Services

- Oversee finance, supply chain, facilities, payroll, procurement, and key service contracts.
- Ensure funder contracts, pricing, costing models, debtor management, and commercial agreements are effectively managed.
- Partner with operational leaders to optimise resources, improve efficiency, and support business growth.
- Support marketing and business development initiatives that strengthen brand awareness, market presence, and revenue growth opportunities.
- Maintain strong relationships with Southern Cross Healthcare, external providers, funders, surgeons, and other commercial stakeholders.
- Provide oversight and advice on asset management, capital planning, and replacement programmes.

Business Improvement & Performance

- Identify and lead initiatives that improve financial performance, operational efficiency, and service sustainability.
- Undertake financial and operational analysis to identify trends, risks, and opportunities.
- Lead capacity planning, service reviews, and benchmarking activities to identify improvement opportunities and support future growth.
- Monitor market trends and organisational performance to support strategic decision-making and business planning.
- Contribute commercial expertise to projects, operational change, and business development initiatives.
- Lead analysis of service profitability, procedure costing, and operational performance to support informed commercial decision-making.
- Benchmark financial and operational performance against comparable organisations to identify improvement opportunities and best practice.

Governance, Board & Shareholder Support

- Support preparation of Board papers, financial reports, shareholder communications, and governance documentation.
- Attend Board meetings and Annual General Meetings as required.
- Prepare financial and operational reporting for the Board, including performance analysis, trends, risks, and recommendations.
- Coordinate year-end processes and maintain accurate shareholder and Companies Office records.

Health, Safety & Compliance

- Promote and maintain a safe and healthy working environment.
- Ensure teams operate in line with organisational policies, compliance requirements, and health and safety obligations.
- Foster a culture where people feel safe to raise concerns and contribute to continuous improvement.

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
- Seeks opportunities to include diversity, equity and inclusion practices in everyday work

Values and Behaviours

Our Vision

“To be the healthcare hub of excellence chosen by our communities”

Our Values



Education, Knowledge, and Skill Requirements

Essential Experience and Skills required:

- Significant senior leadership experience across finance, commercial, and operational functions
- Strong commercial acumen and strategic decision-making capability
- Expertise in budgeting, forecasting, financial modelling, and business planning
- Strong analytical, problem-solving, and business improvement capability

Minimum education and training required:

- CA, CPA or equivalent accounting qualification
- Relevant senior leadership experience across finance, commercial, and operational management.

- Experience developing business cases, commercial recommendations, and contract negotiations
- Proven ability to lead and develop high-performing teams
- Excellent stakeholder engagement, influencing, and communication skills
- Experience presenting to Boards and senior stakeholders
- Strong financial systems, reporting, and business intelligence capability
- Ability to lead effectively in fast-paced, dynamic environments
- Collaborative, pragmatic, and customer-focused leadership style

Desired Experience and Skills required:

- Experience within healthcare, private hospitals, or other complex service-based environments
- Experience supporting Boards, shareholders, and governance activities
- Exposure to procurement, facilities, payroll, and operational support services
- Experience managing commercial agreements, service contracts, and stakeholder negotiations
- Experience contributing to organisational growth, expansion, or service development initiatives
- Knowledge of healthcare funding, contracts, and operational service delivery models

Personal Characteristics

- Commercially minded with a strong operational focus
- Collaborative, approachable, and relationship-driven leadership style
- Confident, credible, and able to build trust with senior stakeholders
- Hands-on and proactive, with the ability to balance strategic thinking and operational delivery
- Solutions-focused with strong professional judgement and decision-making capability
- Resilient, adaptable, and comfortable operating in a changing environment
- Self-motivated with the ability to work autonomously and as part of an executive team
- Strong attention to detail while maintaining a broad organisational perspective
- Committed to continuous improvement, innovation, and ongoing professional development

Leadership Characteristics

Human Centred Leadership

- Empathy
- Adaptability
- Connection

Performance Coach

- Accountability
- Engagement
- Collaboration

Change Enabler

- Execution
- Energy
- Contribution