# Ministry of Social Development logo

# Director Strategic Finance

# Finance

## Our purpose

**Manaaki tangata, Manaaki whānau**

We help New Zealanders to be safe, strong and independent

## Our commitment to Māori

As a **Te Tiriti o Waitangi** partner we are committed to supporting and enabling Māori, whānau, hapū, Iwi and communities to realise their own potential and aspirations.

## Our strategic direction



## Our Values



## Working in the Public Service

Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa i āianei, ā, hei ngā rā ki tua hoki. He kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi.  We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

## The outcomes we want to achieve

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| --- | --- | --- |
| New Zealanders get the support they require | New Zealanders are resilient and live in inclusive and supportive communities | New Zealanders participate positively in society and reach their potential |

## We carry out a broad range of responsibilities and functions including

* Employment, income support and superannuation
* Community partnerships, programmes and campaigns
* Advocacy for seniors, disabled people and youth
* Public Housing assistance and emergency housing
* Resolving claims of abuse and neglect in state care
* Student allowances and loans

## **He whakataukī\***

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| --- | --- |
| Unuhia te rito o te harakekeKei hea te kōmako e kō?Whakatairangitia, rere ki uta, rere ki tai;Ui mai ki ahau,He aha te mea nui o te ao?Māku e kī atu,He tangata, he tangata, he tangata\* | If you remove the central shoot of the flaxbushWhere will the bellbird find rest?Will it fly inland, fly out to sea, or fly aimlessly;If you were to ask me,What is the most important thing in the world?I will tell you,It is people, it is people, it is people |

\* We would like to acknowledge Te Rūnanga Nui o Te Aupōuri Trust for their permission to use this whakataukī

## Position detail

### Overview of position

### The Director Strategic Finance is responsible for leading, developing and influencing the Ministry’s (MSD) long-term financial strategy. This includes forecasting and modelling the long-term financial performance of the business, as well as the impact of new initiatives and investments.

### This position will play a pivotal role in providing financial information, metrics, and insight, together with education and understanding to facilitate improved financial decision making across MSD.

### Location

Wellington

### Reports to

Group General Manager (GM) Finance and Chief Financial Officer (CFO)

## Key responsibilities

**Leadership and Team Management**

* Lead and facilitate the strategic finance function, coaching, and developing a high-performing team of respected and trusted advisors.
* Provide change leadership to ensure MSD continues to evolve in a way that enables it to respond effectively and efficiently to the fiscal environment.
* Lead, and work with, planning and performance colleagues to ensure effective integrated planning processes and financial input to develop and deliver robust business plans and financial strategies.

**Financial Strategy and Advice**

* Lead MSD’s long-term financial planning (capital and operating) process and develop key metrics to monitor progress and performance.
* Lead the provision of strategic financial advice, modelling, forecasting, and insights, to support MSD’s current and long-term objectives, new investment opportunities and initiatives.
* Lead MSD’s annual and long-term capital planning process, capital asset management framework and capital intentions.
* Ensure foreseeable risks and issues are proactively assessed, monitored, and managed, and that Senior Leaders are aware of these.

**Analysis and Reporting**

* Lead MSD’s annual planning and budget process in accordance with the timing of key Government agencies.
* Oversee the production of monthly, quarterly, and yearly reporting of MSD’s financial results (internally).
* Lead the provision of insights and analysis to identify opportunities for efficiency gains, enhance capital management, prioritise funding, demonstrate optimal business performance, financial sustainability, and value for money.
* Ensure there is a tight management and reporting process in relation to appropriations, including providing appropriate advice on the impact of decisions on appropriations were relevant.

**Stakeholder and Relationship Management**

* Establish key relationships with Deputy Chief Executives (DCEs), the Leadership Team, and ensure insights and analysis are provided to support business decisions.
* Represent the Finance Group and build sustainable relationships in a credible professional and appropriate manner.
* Work with DCEs and Senior Leaders to contribute to the development and implementation of long-term strategies and plans (capital and operating) for MSD.

## Embedding te ao Māori

* Embedding and building on Te Ao Māori within their leadership role.
* Create the conditions for Te Ao Māori and Te Tiriti o Waitangi in all decisions to ensure Te Pae Tata is delivered and embedded in your business group.

## Health, safety and security

* Understand and implement your manager accountabilities as outlined in the HSS Accountability Framework.
* Ensure health, safety, security and wellbeing policies and procedures are understood, followed and implemented by all employees.

## Emergency management and business continuity

* Take responsibility for emergency management and business continuity confirming management of the critical functions that satisfy legislative, regulatory and client obligations are in place during and after a disruptive event.
* Ensure that policies and procedures encompassing emergency management, business continuity and crisis management arrangements are understood, followed and implemented by employees.

## Know-how

* Chartered Accountant (CA) and a member of the Chartered Accountants Australia and New Zealand (CAANZ).
* Extensive (5+ years) experience in leading a strategic finance function within a large organisation and providing planning and strategic advice to business leaders on a range of financial matters.
* Extensive experience in leading business transformation, risk identification and continuous improvement.
* Ability to analyse processes and develop solutions to meet organisational needs and financial targets that may exist.
* Extensive experience in navigating through uncertainty and achieving positive results.
* Experience in being able to quickly identify and make fiscal linkages for topics that cut across the organisation.
* Excellent knowledge and understanding of New Zealand's machinery of Government, Public Services Act 2020, and the Public Finance Act 1989 (including appropriation management).
* Strong experience in influencing people, leading work programmes, change management and coaching and mentoring staff.
* Demonstrated experience in leading successful change initiatives and facilitating organisation wide planning.
* Passion for people leadership and demonstrated ability to inspire teams and effect positive cultural change.

## Attributes

* Excellent leadership skills combined with a drive for high standards of professionalism and performance.
* Strong partnership building, negotiation and influencing skills.
* Ability to think innovatively, critically, strategically, and then implement plans necessary to convert strategy into desired results.
* Takes a broad perspective and considers wider implications of situations beyond organisational boundaries.
* Proven credibility in delivering value add services.
* Ability to inspire and align others to vision and purpose of the organisation and team initiatives.
* Excellent written, verbal communication and presentation skills; and ability to articulate complex messages, clearly, simply, and concisely.
* Organisational awareness coupled with political savvy and networking skills.
* Ability to work through issues, weigh up alternatives and identify the most effective solutions, in collaboration with others.
* Managerial courage, resilience, and expertise.

## Key relationships

### Internal

* Senior Managers across MSD
* Finance Management Leadership Team (FMLT)
* Deputy Chief Executives
* Leadership Team
* Strategy and Insights Group

### External

* The Treasury
* Public Service Commission
* Audit New Zealand
* Other Government Departments and agencies

## Other

### Delegations

* Financial – Yes
* Human Resources – Yes, level 4

### Direct reports – Yes

### Security clearance – No

### Children’s worker – No

Limited adhoc travel may be required

**Position Description Updated:** June 2024