

POSITION DESCRIPTION

Position Title	Executive Lead, Financial Performance and Digital Transformation (FP&DT)
Current Incumbent	New Role
Department	Executive Leadership
Location	Milton – Support Services
Reports To (<i>Position</i>)	Chief Executive Officer (CEO)
Positions Reporting to this Position	CFO, Financial Controller, ICT Leader & Admin/Governance Manager
Effective Date (of PD)	Aug 2018

Main Purpose/ Primary Objective	<p>This role has primary day-to-day responsibility for shaping the business' commercial decision making regarding management of financial capital and will have significant involvement in a range of planned projects to support the group's growth agenda. Working closely with both corporate and divisional leadership teams, you will shape the assessment of best value investments and grow the service capability of the teams to deliver modern and contemporary practices across the group.</p> <p>You will work closely with business heads to lead initiatives designed to drive business growth and productivity, executing on a variety of strategic and transformational projects aimed at achieving the strategic and financial objectives of the business and preparing the business for the future.</p> <p>You will lead the development and elevate the performance of our corporate function. Using proven methods, you will provide the framework and leadership to bring the organisation forward while developing and maintaining a strategic execution of risk governance to ensure the planned financial ventures will deliver the greatest rewards. You will be tasked with performance monitoring and will coordinate the annual business planning cycle, aligning strategic objectives with customer experience and commercial outcomes.</p>
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Key Accountabilities/Key Result Area
<ul style="list-style-type: none"> • Lead complex, cross-functional high priority strategic initiatives. Managing process improvement, change management, and project management to provide vision, leadership and governance of the corporate services umbrella of Finance, ICT and Administration. • Lead concepts, define scope, and execute on strategic and operational business transformation initiatives, ranging from process improvement to delivery of a high performing corporate and operational service. • Provide proactive and engaged leadership on key projects designed to increase revenue, reduce expenses, enhance business efficiency, and improve customer experience. • Driving capital investment decisions, commercial business acquisitions, capital investment opportunities, capital returns, as well as shaping the group's investment hurdle requirements

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	<p>by providing governance and financial and asset risk mitigation.</p> <ul style="list-style-type: none"> • Use demonstrated experience across investments; to ensure effective “project based budget” planning and guide leaders to understand best return requirements. • Establish and maintain value adding stakeholder and strategic supplier relationships to meet business need. • Identify and evaluate opportunities for business-led innovation and development to deliver solutions that meet internal and external customer needs. • Partner with leadership and People, Culture & Development to enhance operating models and organisational design to support effective service delivery. • Ability to challenge business leaders at all levels while leading the communication approach for transformation programs, exercising customised and creative methods to engage with a range of stakeholders and partners/providers. • Maintain currency with industry best practice to ensure all Technology solutions are fit for business purpose. • Support others by providing real-time coaching on financial investment, (growth and governance) process improvement, effective communication, cross team collaboration and the how to knowledge to lift capabilities to deliver modern and contemporary financial and technology solutions.
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Key Relationships/ Interactions	<ul style="list-style-type: none"> • Executive Leadership team & Lutheran services managers and leaders. • CEO • External providers that support our finance and ICT functions (e.g. CIM, CITRIX etc) • Industry related organisations • Lutheran services board
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Position Requirements (Knowledge and Experience)	<ul style="list-style-type: none"> • Tertiary qualified in commerce finance and/or a law related discipline. • Experienced at a senior executive level successfully designing, managing and delivering major financial revenue growth. • Proven experience elevating finance and ICT team capabilities and services by offering modern, contemporary and proven methods gained in a digitally astute organisation. • Solid & demonstrated experience in technology, tech transfers and digital transformation • Mature leadership style and superior people management skills with significant years of experience in successfully managing and leading high performing teams. • Commercially astute, you will have developed a strong stewardship of resources, ideally from a range of industries, such as property investment, information and/or corporate services. • Strong background in developing and creating an agile and nimble finance, ICT and admin function.
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Position Dimensions <i>(only if applicable to position)</i>	<ul style="list-style-type: none"> • Responsible for a significantly large stream of the support services business function. • 5-6 Direct reports (CFO, Finance controller, ICT lead and Admin Manager) • 15-20 indirect reports across, Finance, ICT & Corporate administration. • Managing an approximately \$100 million revenue stream to grow this to a 500 Million revenue stream.. • Lutheran services have over 1400 employees and around 500 volunteers.
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Culture	<p>At Lutheran Services we want to build a culture that will support high performance. Our leadership team, believes a high performance culture will be characterised by:</p> <ul style="list-style-type: none"> ▪ a learning and growing environment ▪ a high achievement orientation ▪ a sharing environment - information, resources, ideas and goodwill ▪ commitment to being the best we can be ▪ humility, fairness and openness in how we go about our work. <p>All within the context of acting in the best interests of Lutheran Services, and working in accordance with our Values.</p>
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Prepared By		<i>Date</i>	/	/
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We certify that the content of this position description is accurate:

Incumbent's Signature		<i>Date</i>	/	/
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Manager's Signature		<i>Date</i>	/	/
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