



## Finance Business Partner

**Functional Team:** Finance

**Reports To:** Finance Director

**Salary:** £40,000 - £46,000

**Location:** Nationwide

**Working Arrangements:** Remote working, permanent, regular or ad hoc

### MISSION OBJECTIVE

The Finance team at 38 Degrees is accountable for providing specialist finance and governance expertise to the organisation. Working to provide strategic insight alongside operational excellence and reliability, the Finance team enables 38 Degrees to deliver its mission through sustainable finances and robust governance.

The role of the Finance Business Partner is to create a positive impact on 38 Degrees through the application of financial analysis and insight as key enablers for business performance and improvement. The role is also responsible for managing financial operations and services as well as monitoring, improving and implementing financial systems and processes.

Reporting to the Finance Director, the Finance Business Partner is responsible for delivering high quality, timely financial analysis, reporting and insights at organisational and team level. Building strong relationships with budget holders across 38 Degrees, the Finance Business Partner will raise the level of institutional knowledge in finance, encourage good decision making through robust processes and ensure that forward thinking financial insight is a key tool used by teams to achieve their goals.

This job description describes the role of Finance Business Partner. The 38 Degrees team works in a culture of togetherness, passion for our issues and determination to win, so from time to time the team will be expected to perform activities outside of their normal role.

#### Commitment

All 38 Degrees staff should have a deep commitment to our mission of empowering our supporters to win campaigns on the issues they care most about.

## DUTIES AND RESPONSIBILITIES



### ANALYSE

- Design and deliver regular team based financial reports, providing analysis and insight to budget holders that reflect business performance.
- Evidence and present sound interpretations of the financial implications of achieving organisational, team and project goals.
- Explore future financial opportunities for campaigns, teams and the organisation through creative scenario planning and compelling business cases.
- Design and deliver financial systems and process in line with the financial needs of 38 Degrees



### COLLABORATE

- Build strong partnerships with budget holders that demonstrate financial accountability and clear control over the financial levers of business performance
- Work closely with our outsourced finance partner and our internal operations team to identify and implement opportunities to improve financial management and control
- Seek out opportunities to raise the level of institutional financial knowledge across the 38 Degrees team



### MANAGE THE PROJECT CYCLE

- Review, assess and report on financial performance against budget/forecast at team, project and organisational level.
- Management of the annual budget cycle for 38 Degrees, including the preparation of team based budgets/forecasts.
- Ownership of the chart of accounts and management accounts design to facilitate the production of high quality and valued financial reporting.
- Anticipate and respond to issues related to our finance services to the organisation, working to avoid disruption of service delivery
- Assess the performance of the finance services platform to identify potential areas of risk or improvement or extension of 38 Degrees' financial architecture
- Manage and implement optimal delivery of financial operations that facilitate the work of the 38 Degrees team while ensuring efficiency of delivery and value in the allocation of resources for such services.



## TARGET SKILLS PROFILE

Demonstrable substantial capability of finance business partnering alongside financial management and control, through both work experience and suitable qualification.

Candidates should, at minimum, be part qualified ACA, ACCA or CIMA with 3 years experience in a management accounting or finance business partner role

- Proven ability to produce timely and accurate financial reports across a range of internal disciplines.
- Production of narrative reports interpreting financial performance for a wide range of audiences.
- Experience in the design of financial and management information from summary reporting to granular analysis.
- Experience in data analysis in order to explore and understand 38 Degrees' business and financial performance.
- Experience of developing and implementing financial systems and processes
- Ability to contribute to the broader remit of the Finance, People and Operations support teams to support the organisation's goals.
- Effectively plans and manages allocated resources. Assesses and mitigates against risks to ensure the sustainability and reputation of 38 Degrees.

### **CONCEPTUAL**

Substantial understanding of how to design and deliver financial management, reporting tools and services, suitable for a fast moving and agile organisation; understanding how to apply financial thinking to non-finance managers and teams.

### **APPLIED**

Selecting the most suitable tools, deliver financial reporting and management services that are valued, understood and demanded by 38 Degrees budget holders and senior management.



## COMMUNICATION SKILLS

Demonstrable substantial skill in building relationships with internal and external stakeholders to deliver highly valued financial support across 38 Degrees. In particular:

- The ability to successfully interpret and present complex financial information for different stakeholders including:
- A high level of creative presentation skills to bring finance to a non-finance team audience.
- Working with budget holders to improve their financial knowledge and encourage financial accountability.
- Experience in seeking pragmatic agreement and managing conflict
- Experience of establishing and implementing financial systems and processes

### **INTERNAL**

Ability to communicate financial insights to enable budget holders to understand their business performance and make good decisions based on sound financial knowledge.

### **EXTERNAL**

Manage relationships with our outsourced finance function and other financial stakeholders to get the most value from external support services to 38 Degrees.



## EXECUTION SKILLS

Demonstrable substantial experience of successfully planning, delivering and evaluating high quality financial management reporting and financial services to commercial and/or non-profit organisations.

- Ensuring highly accurate and timely financial reporting that is appropriate to business need and agreed with stakeholders
- Articulate in verbal, written and presentational skills to ensure that accessibility to and understanding of financial information is maximised in the organisation
- Ability to flex and adapt work priorities in accordance with business need without compromising delivery quality

**TIMELINESS**

Ensure financial reporting, management support and services are consistently delivered to suitable and agreed timescales

**QUALITY**

Deliver financial support outputs that are of a consistently high quality and relevance to internal budget holders and senior management

**TARGETED SPECIALISED KNOWLEDGE**

- Experience of working in both commercial and non-profit environments is desirable
- An interest in social justice causes would be helpful for working with the 38 Degrees team and for understanding the culture that drives the team to measure and achieve success
- 38 Degrees is highly data driven so candidates with a strong background in data analysis and reporting will be of particular interest