

Group Director of Performance, Accounting and Reporting

Department

States Treasury and Exchequer

Reports to

States Treasurer

Job purpose

The Group Director of Performance, Accounting and Reporting (PAR) will be responsible for leading the transformation of the way the States currently use data and financial information to put finance at the heart of our States' decision making. They will create a culture where finance staff are comfortable with change and are always looking to continuously review, redesign and improve the insight provided to politicians and leaders, enabling them to make the right decisions that support a vibrant and growing economy across the States of Jersey, delivering positive outcomes for islanders and a sustainable future.

As a strategic leader they will create the right conditions for finance staff to develop into key business partners of the Directorates, delivering performance, accounting and reporting support and becoming trusted advisors to political and departmental decision-making.

Job Specific Outcomes

- Have overall accountability for transforming the way performance, accounting and reporting is currently delivered, creating best practice across the States and partners, supporting the delivery of long term financial stability.
- Transform the quality and impact of management information and business intelligence provided to politicians and senior leaders, enabling a step change in transparency, insight and decision-making
- Create the conditions for innovation and change within PAR so that staff are continually reviewing, adapting and using learning and best practice to adjust the support they provide to politicians and Directorates to support strategic decision making.
- Create a positive, productive and innovative climate and culture through living and demonstrating the leadership behaviours expected from senior leaders in the States, inspiring confidence and commitment and enabling staff across the finance teams to be the best they can be.
- Proactively contribute to States Treasury and Exchequer corporate decision-making as a key member of the senior management team and regularly attend States Treasury and Exchequer Executive and Partnership Boards as necessary.
- Foster longstanding, collaborative and productive relationships across the States of Jersey (both political and officer) ensuring the finance Business Partners are embedded into the heart of decision-making and improving innovation and productivity by providing a critical first layer of financial challenge and expert capability that is valued.

- Champion the matrix/devolved structure and way of working with departments so they embrace integrated finance support and value the impact financial “trusted advisors” and “critical friends” bring.
- Steer Finance Business Partners through the competing demands of Departments and States Treasury and Exchequer teams to ensure the function provides clear and robust analysis, communication and commentary on department activity.
- Inspire a culture of high performance and pride at all levels across the department, supporting staff to embrace the ‘One Government’ vision and deliver the States strategic financial objectives through internal and external partnership and collaboration.
- Develop the Finance Hub to become a key interface with Departments for all Performance, Accounting and Reporting, providing a disciplined, efficient and effective service that is accountable through its quality and insight, meeting agreed service levels.
- Hold accountability for the integrity of the general ledger and the States of Jersey’s Balance Sheet, working closely with Strategic Finance to drive a longer-term focus on the island finances. In addition, hold accountability for the production of statutory accounting documents that meet the requirements of Jersey law and legislature.
- Live the values of the States of Jersey, visibly setting an example for the rest of the organisation and Department in how these should be applied when working both internally and externally.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

This role is politically restricted. The job holder is not permitted to undertake political activity involving standing for election to the States or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

Services

- Report directly to the States Treasurer.
- Advises the Treasury and Resources Minister, Corporate Strategy Board, Public Accounts Committee and Council of Ministers when required.
- Advises senior leadership on financial reporting, performance and capital in their areas in relation to the States wide picture to drive timely decisions.
- Close liaison with the Comptroller and Auditor General and representatives of external bodies such as external auditors, working in conjunction with the Head of Analytics and Management Information as necessary.
- Regular liaison with key stakeholders across the States of Jersey to engage in Corporate and Business reporting facilitating Investment decision making.

Organisational structure



Core leadership accountabilities	
Ministerial relationships	Provide guidance and support to Ministers, translating their political visions and priorities into coherent initiatives that will deliver their intended outcomes
Finance and performance	Be responsible for significant delegated budget and resources ensuring that they are allocated effectively for the delivery of intended outcomes in a manner which demonstrates values for money and compliance with relevant policies and guidelines
Corporate parent	Be responsible for providing the best possible care and safeguarding of children and vulnerable adults in the Island, by creating collaborative, efficient, and joined up public services where children and vulnerable adults can flourish in a healthy, safe educational and social environment.
Customer and Islanders	Ensure that there is a clear and consistent focus across the organisation and its partners on delivering inclusive and an outstanding customer service experience to all customer and Islanders
People management	Provide strong and inspirational leadership, promoting a culture of high performance, continuous improvement, innovation. Be responsible for optimising workforce capability, ensuring fair and transparent approaches talent management and resourcing decisions that promotes diversity and inclusive. Develop workforce plans that ensure the capability and capacity required to meet current and future business requirements
Jersey Standard	To be responsible for creating the Jersey Standards. A performance and service excellence framework for the States of Jersey
Partnership	Develop effective internal and external partnership and collaborative working to achieve the strategic vision of One island, one community, one government, one future. Act as a positive ambassador for the Island and the States of Jersey.
Governance, compliance and organisational reputation	Provide assurance that strategic decisions are being made in accordance with governance arrangements, relevant legislation with particular reference to Jersey Laws, statutory requirements and policy and operate within an acceptable level of risk. Lead by example and behave in accordance with the code of conduct, carrying out duties within profession good practice and legal standards.

Executive traits and behaviours	
Make the right impact	Inspires others, is visible, adaptive, authentic and engenders trust
See things through	Demonstrates courage, takes responsibility, is resilient and tenacious
Move at pace	Learns quickly, is curious, agile and innovative
Makes things happen	Thinks strategically, acts tactically, creates social value through commercial approach

Creating conditions for success	
Builds powerful relationships	Achieves through influence not control, promotes teamwork and partnership
Builds and sustains effective alliances	Forges dynamic alliances with others to provide world class services
Creates capability	Successfully leads team, realises potential, creating a learning environment where talent thrives
Creates a successful team Jersey culture	Works corporately to create cohesion, breaks down silos and achieves through common goals
Generates ambition	Sets the highest performance and ethical standards, hold people to account
Delivers transformation	Articulates a clear vision, wins hearts and minds and takes balanced risks

Person Specification

Specific to the role

- Relevant Master's degree or other specialist post-graduate qualification or the equivalent level reached through evidenced and relevant experience is desirable.
- A qualified accountant with extensive experience of preparing, managing and monitoring significant revenue and capital budgets in a large and complex organisation, operating in a politically sensitive environment subject to external scrutiny and governance.
- Extensive experience of establishing, maintaining and developing complex and financial PAR systems that genuinely changed the behaviours and decision making of an organisation.
- Experience of successfully leading the production and timely delivery of statutory accounts for a large, complex organisation.
- Broad knowledge of the national strategy and policy context of the States of Jersey and how this links to the wider political and economic map of the States and the UK.
- Extensive experience of leading and motivating a finance function that is using matrix/devolved models of delivery to create a positive, productive and high performance climate.
- Proven success in creating centralised financial support arrangements for a complex organisation and establishing a strong performance culture that drives up standards and quality of outputs.
- A track record of using analysis to unlock and translate insight and business intelligence from complex financial data for non-finance professionals.
- Proven experience of building strong, productive and influential relationships with a myriad of partners (including a recognition of the different influencing strategies required for politicians) and stakeholders to ensure consensus and a co-ordinated response to delivery.
- Experience of changing behaviours and influencing colleagues, governance bodies, stakeholders, partners, clients and suppliers to deliver the strategy, objectives and requirements of the organisation.
- Excellent communicator both with individuals and in groups, who inspires, motivates, enthuses, persuades, builds confidence and trust; demonstrates exceptional influencing skills and emotional maturity.

Generic to senior leaders

Demonstrate significant experience of working in a senior role in a political environment and evidence of the ability to challenge and negotiate with a wide range of stakeholders.

Demonstrate knowledge and understanding of the challenges that the States of Jersey faces, matched with an understanding of the policy and governance requirements for the department accountabilities within the role.

Demonstrate a proactive, credible and authoritative voice on behalf of the Island with evidence of successful lobbying of senior government figures and counterparts, and other influential stakeholders.

Ability to build and develop strategic relationships, influencing and negotiating with a wide range of stakeholders and partners to achieve outcomes.

Demonstrable track record of leading, motivating and managing teams to achieve high performing and significant sustainable service improvements and outstanding results, within agreed budgets to meet agreed targets and strategic objectives, within an organisation of a comparable scope and complexity.

Experience of developing and sustaining a culture that meets the needs of and engages with customers and staff within an inclusive, open and high-performing environment.

Demonstrable evidence of applying creative and business like approaches to managing demand for services to deliver cost effective and efficient outcomes.

Demonstrate the capability and capacity for critical thinking and ability to apply this insight in a practical and engaging manner.

Qualified to degree level or equivalent qualification or relevant experience.