

## Vacancy: Senior Finance Business Partner

### Overview:

We are seeking a dedicated Finance Business Partner to join our team, focused on providing strategic financial support to the Charities team. The Charities team supports Guy's and St Thomas' NHS Foundation Trust via our three Charity brands - Guy's & St Thomas' Charity, Evelina London Children's Charity, and Guy's Cancer Charity – by providing funding generated through a mix of public fundraising, philanthropic support and contributions from our endowment. Our fundraising is currently embarking on a period of growth with a strategy of investment and increased activity in order to achieve a step change growth in donation income.

As a Finance Business Partner, you will play a crucial role in aligning financial objectives with organisational goals, supporting both fundraising and funding activities, and ensuring financial integrity across all operations. Your main responsibility will be to serve as a liaison between Finance and the Charities team, advocating for both parties to maximise value generation and coordination

### About us

At Guy's & St Thomas' Foundation, our mission is clear – to build the foundations of a healthier society.

As part of our team, you will work alongside talented people from a mix of personal and professional backgrounds. We are a Living Wage employer and support flexible working, part-time roles and job shares. Though our ambitions are serious, this is a friendly place to work with lots of opportunities to meet and socialise with colleagues. We believe there is immense power in diversity and aim to recruit and nurture talent who think and act differently.

There is more information about [working with us](#) on our website, where you can read about:

- how we approach recruitment
- our team, culture and values
- the benefits of working with us
- And our approach to diversity, equity & inclusion, health & wellbeing, and learning & development

# Job description

The opportunity	
<b>Job title:</b>	Senior Finance Business Partner
<b>Salary:</b>	£64,000-£68,000 plus benefits
<b>Contract type:</b>	Permanent
<b>Closing date:</b>	15 <sup>TH</sup> November 2024
<b>Interview dates:</b>	TBC
<b>Reporting to:</b>	Maggie Hou
<b>The team:</b>	Finance
<b>Key responsibilities:</b>	<p><b>Budgeting, Planning and Reporting:</b></p> <ul style="list-style-type: none"> <li>● Ensure financial reporting, especially the monthly income and expenditure report, is tailored to the organisation's needs and aligned with its structure.</li> <li>● Lead from a finance perspective the budgeting and forecasting process for Charities' activities, encompassing fundraising, funding, and special fund annual planning.</li> <li>● Participate in the preparation of the Foundation's consolidated accounting, audit, cash flow forecasting, and planning as needed.</li> </ul> <p><b>Data Insight and Integrity:</b></p> <ul style="list-style-type: none"> <li>● Have a thorough understanding of the management, maintenance, flow, and reconciliation of financial data pertaining to charities across diverse systems, including but not limited to Access Financials, Salesforce, Raiser's Edge, and Power BI. Be capable of scrutinising data integrity and articulating significant discrepancies.</li> <li>● Conduct rigorous analysis of financial data, trends, and performance metrics to derive insights and offer recommendations for informed decision-making.</li> </ul> <p><b>Business Partnership:</b></p> <ul style="list-style-type: none"> <li>● Serve as a key partner to Charities Leadership, challenging assumptions and activities to ensure strategic alignment.</li> <li>● Provide proactive support to Charities Leadership in financial decision-making.</li> <li>● Provide support for both new and existing fundraising and funding activities, recognising their impact on financial processes.</li> <li>● Support development of the culture of value for money within Charities.</li> <li>● Support the Charities team's financial knowledge development.</li> </ul> <p><b>Collaboration:</b></p> <ul style="list-style-type: none"> <li>● To support the Charities' team with any new process, including working with other teams to ensure end-to-end financial integrity.</li> <li>● Collaborate effectively with the Finance team to enhance performance and ensure alignment with organisational objectives.</li> </ul>

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## Person Specification

What we're looking for	
<b>Experience:</b>	<ul style="list-style-type: none"> <li>• Minimum of 2 years finance working experience alongside fundraisers in a similar or larger fundraising organisation (e.g. Staff number 100+; fundraising income £10 million+).</li> <li>• Demonstrable success in preparing consolidated management information and forecasts related to fundraising activities.</li> <li>• Solid strategic financial acumen and commercial awareness.</li> <li>• Established track record of cultivating successful business relationships and partnerships.</li> </ul>
<b>Knowledge and qualifications:</b>	<ul style="list-style-type: none"> <li>• Professional accounting qualification (e.g., ACCA, ACA, CIMA or equivalent).</li> <li>• Understanding of the unique financial challenges and regulatory framework of the charity sector. Knowledge of FRS102 and SORP.</li> <li>• Strategic financial knowledge.</li> </ul>
<b>Skills, abilities and attributes:</b>	<ul style="list-style-type: none"> <li>• Highly numerate with advanced Excel skills (essential, will be tested).</li> <li>• Strong analytical, problem-solving and communication skills (essential).</li> <li>• Advanced user of Access Financials, Access Analytics and Access Office Integration (desirable).</li> <li>• User experience of Salesforce, Power BI and Raiser' Edge (desirable)</li> <li>• Self-starter, able to work under own initiative and organise own time to meet deadlines.</li> </ul>

## How to apply

Thanks for your interest in working with us.

We're working hard to ensure we recruit great people and minimise unconscious bias in our selection process. To support this, our system anonymises applicants and we use a combination of your CV and role specific application questions to assess your suitability for the role.

To find out more about the role, please contact [jobs@gsttcharity.org.uk](mailto:jobs@gsttcharity.org.uk)