

Person Specification

Director of Finance

Education and Training	Essential	Desirable
Accountancy qualification from a recognised professional body	✓	
Hold membership of a relevant professional body	✓	
Educated to degree level	✓	
Experience	Essential	Desirable
Minimum of five years' experience in accountancy/finance	✓	
Experience in undertaking financial planning processes including detailed budget setting	✓	
Experience in undertaking budget monitoring processes and preparing management accounts	✓	
Experience in producing year end accounts and meeting audit and statutory deadlines	✓	
Excellent financial planning, risk management, and strategic leadership skills	✓	
General and Specialist Knowledge	Essential	Desirable
Senior financial leadership experience in education, public sector, or multisite organisations (funding requirements, budget monitoring, sector challenges)		✓
Strong knowledge of academy funding, governance, audit, and compliance		✓
Experience of Integrated Curriculum Financial Planning		✓
Can communicate complex financial information clearly to non-financial leaders	✓	
A good level of computer literacy, including being an expert with Microsoft Office software, especially Excel.	✓	
Personal Qualifications	Essential	Desirable
Proactive and forward thinking	✓	
Ability to work as a team member and use own initiative	✓	

Able to work with minimal supervision	✓	
Rigorous and methodical with the ability to manage own workload and meet deadlines	✓	
Ability to multi-task is essential as is the ability to prioritise and effectively manage large volumes of requests	✓	
Structured and organised	✓	
Confident in providing training, advice and support to colleagues	✓	