

POSITION DESCRIPTION

Role Title	Finance Director
Reports to	Executive Director
Roles reporting into this role	Operations Business Support Team
Accountabilities and Responsibilities	<p>This position reports to the Executive Director , and is responsible for the development and implementation of business strategies and the integrity and analysis of the financial information provided to key stakeholders.</p> <p>The role is responsible for leading the Operations Business Support team; facilitate the preparation of WN’s annual budgets and ongoing forecasts, analysis of monthly financial performance against budget and preparation of business cases to support new services or capital acquisitions.</p> <p>As a member of the executive team, the appointee will provide leadership in achieving and upholding Wandi Nerida’s vision, purpose and values.</p> <p>As part of a small organisation this is very much a hands-on role and you will need get into the systems in detail.</p> <p>Strategic & Planning</p> <ul style="list-style-type: none"> • Providing leadership in achieving and upholding Wandi Nerida ‘s Vision, Purpose and Values. • Negotiating with Programs regarding allocation of resources and KPIs in alignment with Wandi Nerida priorities. • Fostering a culture that encourages effective working relationships and commitment to high standards of service and business partnering. • Design and Implement Business Strategies. <p>Financial Management</p> <ul style="list-style-type: none"> • Ensure that there is financial responsibility and accountability across the functions under the position’s control and develop and implement financial strategies that will ensure budgetary targets and key performance indicators are met. • Initiate and implement actions to improve the financial effectiveness of all functions, under the positions control. • Develop and implement business/ financial strategies that will address business requirements and engage stakeholder participation. • Ensure business support is available to assist senior management ensure that the Key Performance Indicators defined in the various business plans across Wandi Nerida are achieved. • Ensure monthly reports are prepared and analysed to comply with the organisation’s Performance Reporting schedule. • Participate in the development of Business Cases to support new services or capital expenditure requests. • Development and monitoring of the Annual Budget for the service, including the preparation of regular forecasts for the executive.

	<ul style="list-style-type: none"> • Provide ad hoc financial information, interpretation and explanation to the organisation as required by the role. • Facilitate strong relationships with all key members of the Finance function as well as key stakeholders throughout Wandi Nerida. <p>Operational</p> <ul style="list-style-type: none"> • Provide Leadership to the Business Support Team through promoting quality systems, measures and culture of accountability and responsibility. • Communicate, facilitate and negotiate the introduction of major change with key stakeholders. • Provide information and interpretation of financial data for business plans/commercial plans to the relevant Executive. • Develop/review business cases. • Lead/participate in negotiations with government and other relevant organisations (e.g. grant bodies, commercial organisations, Universities). • Interaction with the senior management and attendance at management meetings. • Monitor Financial performance including movement of W, EFT, KPI's and work with Executives and Senior Managers to provide corrective actions where variances are materially unfavourable. • Oversee relevant Projects, Capital Equipment budgets and Contract Management as required. <p>Effective Partnerships</p> <ul style="list-style-type: none"> • In conjunction with the Operation Executive, monitor and maintain effective access and discharge processes for all Sites. • Establish and maintain effective communication and consultation with site staff, the local community and other stakeholders. • Provide\Facilitate education sessions to staff on Financial\Budget\Forecast analysis and management. • Senior leader and active member of the Finance Team assisting with the training, mentoring, development and overall performance of Financial Services. <p>In this role you will regularly liaise with;</p> <ul style="list-style-type: none"> • Wandi Nerida Executives and Board • Butterfly CFO • Operations Directors & Program Directors • Unit Manager • Contract Management • Diagnostic Service Providers • Other Contractors and suppliers.
<p>Selection Criteria</p>	<p>Essential</p> <ul style="list-style-type: none"> • Tertiary qualification in Commerce, Business, Accounting or related discipline. • Certified Practicing Accountant or Certified Accountant qualification. • Minimum five years' experience in a senior finance manager role within a Health Service, experience and interactions with PHI/Medicare billing will be considered favourably. • An understanding of technical accounting issues and principals and a solid understanding of management accounting principles and techniques. • Commercial background with proven ability to develop and meet operational and budgetary objectives. • IT/System literacy and a thorough overview of information systems.

	<ul style="list-style-type: none"> • Capacity to understand the complexities and challenges of the Health sector. • A record of valuing, motivating and developing employees through effective leadership, communication, consultation and development. • Strong written and verbal communication skills, particularly in relation to consultation and influencing. • Proven ability to exercise sound judgment and provide leadership in professional standards and ethics. • Demonstrated ability to foster culture that encourages positive working relationships, a safe working environment, financial responsibility, innovation and productivity improvement. • Capacity to be an effective member of the management team, stimulate constructive debate and support colleagues in the achievement of organisational objectives. • Strong people and communication capabilities particularly in building relationships, working in partnership, influencing others for an outcome, and resolving conflict. • Empathy and understanding of lived experience with Eating Disorders. • Willingness to participate in a therapeutic community. • Adaptable and flexible approach to work, particularly when circumstances result in a change in routine. • Ability to eat in a healthy, relaxed, flexible manner in the company of others, and to model an appropriate relationship with food. • Willingness to walk the talk of our therapeutic approach. <p>Desirable</p> <ul style="list-style-type: none"> • Postgraduate qualification in Business Administration. • An understanding of lived experience and mental illness, particularly eating disorders and associated stigma.
<p>Other Requirements</p>	<p>Vaccine Preventable Diseases (VPD) Requirements</p> <p>It is a condition of employment for this role for the employee to be, and remain, vaccinated against the following vaccine preventable diseases during their employment:</p> <ul style="list-style-type: none"> ▪ Measles ▪ Mumps ▪ Rubella ▪ Varicella (chicken pox) ▪ Pertussis (whooping cough) ▪ Hepatitis B <p>We encourage applications from people with lived experience of eating disorders, and family members/carers of people with eating disorders.</p> <p>At all times:</p> <ul style="list-style-type: none"> • Relevant to the position, participate in the ongoing education, implementation, monitoring and evaluation of safety and quality initiatives relevant to The National Safety and Quality Health Services Standards and quality improvement programs • Conduct yourself in a professional manner. • Have exceptional interpersonal relationship skills and a positive attitude • Strive to act in accordance with the vision, mission and objectives of Wandí Nerida • Follow Wandí Nerida’s policies and procedures. • Follow/participate in occupational health and safety measures.

	<ul style="list-style-type: none"> • Act considerately around the workplace and have regard for the well-being of fellow staff, volunteers and our service users. • It is a requirement of all positions at Wandi Nerida that the person has a Working With Children Check clearance (pass) and Police check and complete required vaccination status to work in a Queensland Health Service. • All staff should be aware of and actively uphold the Wandi Nerida values. • We practice truth without judgement, fostering social connection.
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WANDI NERIDA

Overview	<p>Wandi Nerida is the trading name for Butterfly Residential Care Pty Ltd and is limited by shares. It is a not for profit company 100 percent owned by the Butterfly Foundation, Australia's leading national charity for eating disorders and body image issues.</p> <p>Wandi Nerida is situated on a beautiful, serene 25-acre block in the Mooloolah Valley on the Sunshine Coast and will make a significant contribution to improving treatment options for Australians with eating disorders. It will be a licensed private mental health facility that provides a unique service within the eating disorder care continuum and accepts referrals from all states and territories in Australia. Within the ecosystem of eating disorder services, Wandi Nerida will fill the gap between hospital admission and outpatient care to provide an opportunity for a more intensive psychological recovery and more seamless integration of services.</p> <p>This purpose-built, multidisciplinary staffed facility will provide a healing space where people living with eating disorders can work, over time, towards healthy minds and bodies. The B-FREEDT model is recovery orientated integrating lived experience as a key feature of our staffing model. In addition, to Wandi Nerida providing a safe, innovative environment for those most in need of psychological and physical care, it will be an important pilot project for future Australian models and facilities. The care we deliver will allow us to gather the evidence we need to make the case for the provision of high-level residential care and support across multiple sites around Australia.</p>
Meaning Behind Wandi Nerida	<p>We are thankful for the involvement of local elders who came to our property and offered insight into the traditional culture and stories of the region. In doing so, they gifted us with the name <i>Wandi Nerida</i>, which means to "gather together to blossom".</p> <p><i>The meaning behind this name comes from a small insect that was very unhappy within itself. All it wanted to do, was break free and live a life worth living. It knew, that if it stayed the way it was, then one day someone would come along and squash it into the ground and it would be nothing but a worthless downtrodden squashed bug. So in all its wisdom, it isolated itself in a cone, drawing strength from itself to become a new creation so it could fly off and explore the many different levels in life. Reasoning behind, why there's so many beautiful butterflies in the world today, flying around exploring the many new heights in life.</i></p>
Vision	Intervention is early in illness and episode, treatment is effective, affordable and accessible and treatment is sustained.
Mission	Change the experience of eating disorders: Saves lives, minimise incidence and impacts, improve quality of life and make recovery a reality.
Values	Wandi Nerida values are at the core of everything we do and support our model of care. All participants, staff and families are expected to support our values being translate into practice.

	<p>I: Integrity: we are honest, open, ethical and fair and we. Innovate: in everything we do we challenge our ideas of what's possible</p> <p>C: Connect with Compassion: we show up as real, vulnerable transparent human beings who speak from the heart, value other's contributions, and invest in each's others growth.</p> <p>A: Accountable: We welcome honest conversations that challenge when necessary and don't make assumptions- we ask and answer questions and rely on each other to make solutions.</p> <p>R: Respect: The trust and respect we have for each other infuses passion into everything we do</p> <p>E: Encourage with Equality: We believe that greatness comes from unlocking each other's potential and valuing our differences</p>
<p>Objectives</p>	<ul style="list-style-type: none"> • Advocate excellence and consistency in the culture of care and support for people with eating disorders and encourage a better understanding of the complexities of eating disorders and the need for a compassionate, flexible and holistic response. • To operationalise Australia's first Residential Eating Disorder Facility and provide effective affordable, accessible care. • To provide an efficient model of care and sustainable financial model for viability and the foundation and development of other facilities in Australia • To ensure there is clinical and economic evaluation of the B- FREEDT model to support evidence-based practice and research for carers and families effected by eating disorders • Increase access for all people with lived experience of an eating disorder and carers in Australia to effective treatment and support. • Ensure that everyone in the Wandi Nerida team feels recognised for their skills and experience, is fully engaged and supported in making their contributions and that the organisation is providing opportunities for professional growth and development. • To ensure Wandi Nerida is well integrated into both the National and State Systems of care to provide sustained recovery for those effected by an eating disorder

Wandi Nerida acknowledges Aboriginal and Torres Strait Islander people as Australia's first people and traditional custodians.

Wandi Nerida is committed to embracing diversity and welcomes all people irrespective of body shape and size, ethnicity, faith, age, sexual orientation and gender identity. More information about our commitment to reconciliation, diversity and inclusion is available here: <https://butterfly.org.au/who-we-are/reconciliation-inclusion/>.