

Contract Type:	12 Month - Fixed Term Contract
Location:	London
Hours:	Full-Time
Level:	3
DBS required:	No
Salary:	£41,000 including London Weighting Allowance

Finance Business Partner

This role provides strategic analysis to support and challenge our stakeholders in making the right decisions for our growing organisation. The focus of this role will be budgeting, forecasting and monthly management reporting as well as representing our team in organisation-wide projects and driving consistent improvement in processes to add value to Teach First.

What you do

At this level you will:

- Report to the Head of Finance Business Partnering
- Work alongside three other Finance Business Partners
- Be responsible for designated stakeholders and business areas

Your responsibilities include:

- Adopting a business partnering approach to ensure that Finance is in a position to support but yet challenge the charity to add value
- Collaborative working with stakeholders to ensure that budgets and forecasts are accurate and that trends, risks and opportunities are identified and responded to
- Ensuring charity resourcefulness by identifying opportunities for cost savings
- Driving continuous improvements across all areas of finance and ensuring all processes are adequately documented and reviewed on an on-going basis to ensure they remain effective
- Providing adhoc finance training to key stakeholders and budget holders
- The critical responsibilities of this role are described above. They may be subject to reasonable changes from time to time in line with business need.

You're good at

Essential:

- Qualified accountant (CIMA, CIPFA, ACCA or ACA)
- Finance: Understands analysis of financial information and can develop and create meaningful management reports. Supports others to understand the reasons for variance and evaluates risks/returns to make recommendations for appropriate financial and commercial decisions.
- Problem solving and decision making: uses data and evidence to drive decision making. Analyses and exercises judgement in challenging situations where the full facts are not available.
- Relationship management: Establishes relationships and credibility with key stakeholders. Displays ability to influence outside of the team
- Communicating and influencing: Conveys complex issues with clarity, brevity and confidence. Promotes dialogue with stakeholders through active listening and effective questioning and can adapt style to maximise support and engagement

- Delivering results: Maintains a broad and strategic perspective and an awareness of details. Contributes to the achievement of team and departmental objectives

Desired:

- Working knowledge of the Charities SORP is desirable but not essential

Benefits

Teach First's core benefits include 27 days holiday per annum (3 of which must be taken during the one week holiday shutdown period between Christmas Day and New Year's Day), participation in the pension scheme via Salary Exchange (with an employer contribution of up to 6%), life assurance, income protection and private healthcare. Through our flexible benefits platform access to childcare vouchers, interest free travel season ticket loan, subsidised dental membership, health screening, discounted gym membership, travel insurance, GAYE and the option to buy/sell annual leave.

How to apply

To apply for a vacancy at Teach First you are required to complete an online application form. Please have your CV and covering letter ready to upload. If you are an internal candidate please apply via your HR Self Service menu after informing your line manager of your interest.

Next steps

We aim to provide feedback to all applications within 10 working days from the closing date. Please note that first stage interviews are likely to take place on 31st May 2018, with a final stage interview if required.