

Role Title

Job Level	Level 5	Job Reference No:	11038
		Role review date:	01/25
Directorate	Finance	Function	Financial Planning and Performance
Service	International Finance	Reports to:	Senior Finance Business Partner - International

Scale and scope of role

Direct reports	0	Indirect reports	0
Budget responsibility/ accountability	0	Accountable for other resources	0

In addition to formal line management, as described above, the role will also be informally supervised and directed by managers in other parts of the organisation. This will be explained on appointment and kept under review.

Context

We help anyone, anywhere in the UK and around the world to get the support they need if crisis strikes: connecting human kindness with human crisis.

We enable vulnerable people in the UK and abroad to prepare for and withstand emergencies in their own communities. And when the crisis is over. We help them to recover and move on with their lives.

We are part of the Red Cross and Red Crescent global humanitarian network.

Our Values and Principles

Our values (compassionate, courageous, inclusive and dynamic) underpin everything that we do. As a member of the Red Cross and Red Crescent Movement, the British Red Cross is committed to, and bound by, its **fundamental principles**: humanity, impartiality, neutrality, independence, voluntary service, unity and universality.

Diversity

At the British Red Cross, we are looking for the right people to help us provide support to millions of people affected by crisis. We want our team to reflect the diversity of the communities we serve, offering equal opportunities to everyone regardless of age, disability, gender reassignment, marriage and civil partnerships, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

Diversity is something we celebrate, and we want you to be able to bring your authentic self to the British Red Cross. We want you to feel that you are in an inclusive environment, and a great position to help us spread the power of kindness.

Purpose of the role

The core accountability of the role will be providing finance business partnering to International Enabling Functions, Cash, International Humanitarian Law and Emergencies, Surge and Technical Advisory. This will involve leading the forecasting and planning submissions for these departments as well as providing strategic support at Director level.

They will work collaboratively with the International FBP team and take the lead on defining our financial planning processes for Institutional Bids, providing hands on surge support to Regional FBP's during such bids. This role will also have an accountability to lead certain key projects within this agenda as a Finance subject matter expert.

Key responsibilities

Finance Business Partnering

- Manage and maintain key senior stakeholder relationships and ways of working between Finance and the International Enabling teams, International Humanitarian Law, Cash and Emergencies, Surge and Technical Advisory team.
- Lead the forecasting and budgeting events for the departments through effective partnering with budget holders, expertise in operating and understanding key Finance systems and the ability to ensure, and articulate to key stakeholders, how the forecast fits into the overarching strategy of the International Directorate.
- Provide expert support to department leads in developing and articulating the strategies for their departments in financial form by identifying department needs and translating these into appropriate financial models, applying clear levers and decisions.
- Analysing and reporting on departmental performance to the Senior Finance Business Partner and key stakeholders on a monthly basis by assessing and providing insightful and impactful commentary to both the Senior Finance Business Partner and Department lead.
- Partner and input as a Finance subject matter expert on projects
- Partner with the accounting team to ensure that stakeholder departments are working compliantly within all financial control processes and procedures.
- Influence and support the department lead to consider and mitigate financial risks within their work.

Institutional Funding

- Work closely with FCDO team within the International Directorate, acting as the Finance expert in interactions with this donor.
- Develop and lead on a consistent approach for Finance on the bid process, encompassing topics such as cost recoveries and resource required to programme consistently.
- Provide surge support to the Regional Finance Business Partners during large bid processes.

Broader Support for the International Directorate

- Work with the National Society Development Manager to ensure localisation and development best practice is considered within our work.
- Support the Senior Finance Business Partner with analysis and projects as required.

Team Member

- Actively participates in all team meetings.
- Supports other team members
- Works and behaves in accordance with all BRC policies, procedures and in line with our Values in Action.
- Upholds the fundamental principles of the Red Cross and acts with integrity, in accordance with the Society's values (inclusive, compassionate, courageous and dynamics)

The duties and responsibilities described are not a comprehensive list and additional tasks may be assigned from time to time that are in line with the level of the role.

Pre-engagement checks

Criminal Records

Type of criminal record checks required for this role

England and Wales – Disclosure and Barring Service (DBS)
<ul style="list-style-type: none">• None
Scotland
<ul style="list-style-type: none">• None
Northern Ireland
<ul style="list-style-type: none">• None

Drivers Check - Required – No

Person Specification

Requirements	Evidence obtained through Shortlisting (S), Interview (I), Assessment (A)		
Knowledge and Skills	S	I	A
<p>Essential</p> <ul style="list-style-type: none"> - CIMA/ ACCA or equivalent qualification - Financial Acumen - Data Analysis skills - Effective and efficient decision-making skills both as an individual and in a team environment - Effective communication skills across all mediums to both internal and external stakeholders - Digital Literacy across MS packages 			
Experience	S	I	A
<p>Essential</p> <ul style="list-style-type: none"> - Experience of explaining complex financial issues to non-finance individuals. - Experience of working within a complex finance function - Experience of developing effective business partnering relationships across multiple teams and manage a variety of stakeholders' requirements. - Experience of managing and delivering change, specifically enhancing financial budgeting and forecasting processes. - Experience of working with ambiguity and has applied training and experience to make logical and defensible decisions. - Collaboration with internal and external stakeholders, balancing the needs of all to ensure true partnership <p>Desirable</p> <ul style="list-style-type: none"> - Previous experience of providing financial insight and advice in a not-for-profit environment - Business Process Improvement 			

Additional requirements			
<p>Essential</p> <ul style="list-style-type: none"> - Ensures inclusive practice, challenges discrimination and promotes diversity in line with our Equality, Diversity and Inclusion (EDI) policy. 			
Values in Action			
<p>Dynamic - We move forward as one team.</p> <ul style="list-style-type: none"> - Every day, we're adapting, innovating and learning. - When the unexpected happens, we are calm, quick and efficient. - We respond smartly, using clear processes and systems. <p>Compassionate - We stand for kindness.</p> <ul style="list-style-type: none"> - People come first, no matter who or where they are. - We have genuine, open-minded conversations. - Together, we're a united force for good. <p>Inclusive - We are open to all.</p> <ul style="list-style-type: none"> - We treat each other with dignity and respect. - Every person's uniqueness is valued, supported and celebrated. - Our individual backgrounds and experiences make our organisation stronger. <p>Courageous - We are bold.</p> <ul style="list-style-type: none"> - We show our strength by doing the right thing. - We aren't scared to test our creative ideas. - As humanitarians, we go the extra mile to help people in crisis 			

We guarantee an interview to disabled candidates (as defined in the 2010 Equality Act), who meet the minimum shortlisting criteria in the advertised person specification and apply under the disability confident scheme.