

POSITION DESCRIPTION

Chief Financial Officer



First Health - Murrumbidgee PHN

Firsthealth is a not-for profit organisation which has been supporting and delivering primary health programs for 30 years. Our purpose is to create connected, dynamic and equitable healthcare through empowered workforce and communities as we move towards our vision of well people, resilient communities.

Firsthealth is federally funded to deliver the Primary Health Network program across the Murrumbidgee region. Murrumbidgee Primary Health Network (MPHN) is one of 31 local and independent PHNs established nationally to support the primary healthcare sector and improve health outcomes, particularly for people at risk of poorer health outcomes. We deliver the PHN program across approximately 126,000 square kilometres to more than 250,000 people living in our 508 communities.

With the person at the centre of care, we plan and deliver programs to ensure the needs of our individual local communities inform our approaches. We achieve this by working with our community and partners to:

- Coordinate local services and systems to improve coordination of care.
- Commission primary health services to meet population health needs with a focus on access and equity.
- Support capacity-building to ensure sustainable healthcare workforce through quality improvement, professional development and other innovative measures.

Our work and engagement with our communities and stakeholders is underpinned by our values of work together, be honest, value everyone, aim to inspire and learn from others.

For more information regarding Primary Health Networks, visit the [Department of Health](#) website.

Role Specification:

As a member of the Executive, the Chief Financial Officer (CFO) will provide timely and well-considered advice to the Chief Executive Officer (CEO), and the Board, on financial and operational issues.

The CFO will have responsibility for ensuring that the Murrumbidgee Primary Health Network (PHN) meets all financial and compliance requirements to support the functioning of the organisation. The CFO will provide expert strategic financial and governance advice across all areas of the business and promote a culture of learning, transparency and accountability.

As a member of the Executive Team the CFO will be an experienced and efficient leader with excellent people skills, business acumen and exemplary work ethics.

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Key Result Area:

Overall:

- Sustain and promote the long-term development of the organisation financially, operationally and strategically.
- Oversee the company's finance function, and other operations as required, building a highly inclusive team culture to ensure organisational outcomes are met.
- Design and implement business strategies, financial models, forecasts, plans and procedures.
- Strong understanding of corporate governance, including relevant skills or the ability to rapidly acquire skills relevant to role of Company Secretary (if required to perform in that role).
- Implement good governance practice and oversee compliance with regulatory and legislative requirements.
- Lead employees to encourage maximum performance and dedication.
- Evaluate organisational performance by analysing and interpreting data.
- Write and submit reports and briefs for the CEO and Board as appropriate.
- Function as an effective member of the Executive Team, to lead the organisation to achieve its strategic objectives

Professional

- Tertiary qualifications in Accounting and/or Finance (preferably CPA qualified with a minimum of 5 years experience)
- Proven Experience in an Executive Leadership or relevant role.
- Experience in and/or qualifications in governance and compliance
- Demonstrable competency in business development and analysis.
- Strong financial acumen with experience in managing government contracts and procurement processes.
- Experience leading change in a growing organisation.
- Develop, implement, manage and monitor all financial, governance and risk activities.
- Seek avenues for efficient, transparent, governance, risk and financial management, which directly contributes to improved operations.
- Focus on ensuring risk frameworks are applied to all processes and effective mitigations incorporated.
- Create an engaged and passionate team of professionals.
- Significant experience in working with, advising and/or supporting Boards, preferably with non-profit exposure.

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Agility

- Superior problem solving skills and the ability to negotiate successful outcomes in potentially challenging circumstances.
- Exceptional and solution focused, collaboration skills – the ability to work well with multiple stakeholders and team members to achieve successful outcomes.
- Motivating and humanistic leadership which inspires and empowers.
- Proved experience in managing organisational change.
- Capability to communicate successfully at a variety of levels, to create trusted partnerships and skills to complete a variety of complex projects and negotiations.
- Use information, data and relationships within your region to inform decision making.

Relationship building

- Excellent interpersonal skills, diplomacy and political nous.
- Influence and create partnerships with our stakeholders.
- Proven stakeholder relationship management.

Qualifications:

Tertiary qualifications in Accounting and/or Finance (preferably CPA qualified with a minimum of 5 years experience)